

On our platform, we are committed to providing high-quality educational resources to our learners. To ensure that all course content on our platform meets our standards, we require a two-step review process. Here are the two steps for the review process:

1. External Review:

As a part of Quality Assurance Process, your course curriculum must be reviewed by an external expert or experienced professional in the relevant field who is not affiliated with that course creation. It is the responsibility of the course creators to appoint an external reviewer for their course curriculum review. This reviewer will provide comprehensive feedback and suggestions for improvement to ensure that your course meets the rigorous standards. After the external reviewer approves the curriculum, you must submit the approval to us for further evaluation.


2. Platform Review:

As a part of Quality Control Process, we will check your course curriculum and also will check that the course creators have met all of our quality assurance standards, particularly in regards to technical specifications. If we determine that a secondary review is necessary to your course curriculum, we will take it for another review by an external reviewer through our platform to ensure that it meets our guidelines and standards, and that it delivers outstanding educational value to our learners.

Please note that the examples provided here are for understanding purposes only and should not be used in your final course content.

Feature	Description	Specification	Example	QA Tasks	QC Tasks
Course Title	A clear and concise title that accurately represents the course content.	The course title should accurately reflect the content and scope of the course. It should be clear and concise, with a maximum of 60 characters. The minimum character count can vary, but it is recommended to have at least 15 characters. The title should also be free of grammatical errors and spelling mistakes.	Ultimate Photoshop Training: From Beginner	<ul style="list-style-type: none"> Review and verify that the title is between 15-60 words. Check the spelling, grammar, and accuracy of the title. Ensure it is concise and accurately represents the course content. 	Review the course title to ensure it has gone through all the QA tasks.
Course Slug	The URL or web address for the course, derived from the course title.	The course slug should be between 15-80 characters in length and should not contain any special characters or spaces except a dash " - ".	ultimate-photoshop-training-from-beginner-to-pro	<p>The course creator or editor should review the course slug to ensure that it accurately represents the course title.</p>	<ul style="list-style-type: none"> Check URL validity: The course should be checked to ensure that the URL is valid and leads to the correct course page. Review the course slug to make sure it meets all the QA specifications. Double check that the course slug accurately represents the course title and communicates the content of the course effectively.
Course Curriculum	A comprehensive contents of all the topics covered in the course, including lessons, lectures, and other learning resources.	<p>The course curriculum should be approved by an external reviewer. The external reviewer should:</p> <ul style="list-style-type: none"> Evaluate the course content to ensure that it is well-organized and easy to navigate, with clear learning objectives and a logical progression of topics. Verify that the course content is free of errors, typos, and other mistakes. Check the timing of each lesson or lecture to ensure that it is appropriate for the material covered and the target audience. Evaluate the continuity of the course content to ensure that it is coherent and consistent throughout. Verify that the course content is aligned with the overall learning outcomes and objectives of the course. 	Verify that the content is accurate, engaging, and aligned with the course objectives and acquire approval from an external reviewer.	<ul style="list-style-type: none"> Ensure that the content is free of errors, well-organized, and easy to navigate. If necessary, we will bring to a secondary review to guarantee that your course meets our high-quality standards and provides an excellent educational experience for our learners. 	

<p>About Course</p>	<p>A section where the course creator or editor can provide a detailed overview of the course content and goals.</p>	<p>There should be a minimum of 240 words and a maximum of 600 words in this section.</p>	<p>Are you new to PHP or need a refresher? Then this course will help you get all the fundamentals of Procedural PHP, Object Oriented PHP, MySQLi and ending the course by building a CMS system similar to WordPress, Joomla or Drupal.</p> <p>Knowing PHP has allowed me to make enough money to stay home and make courses like this one for students all over the world. Being a PHP developer can allow anyone to make really good money online and offline, developing dynamic applications.</p> <p>Knowing PHP will allow you to build web applications, websites or Content Management systems, like WordPress, Facebook, Twitter or even Google.</p> <p>There is no limit to what you can do with this knowledge. PHP is one of the most important web programming languages to learn, and knowing it, will give you SUPER POWERS in the web development world and job market place.</p> <p>Why? Because Millions of websites and applications (the majority) use PHP. You can find a job anywhere or even work on your own, online and in places like freelancer or Odesk. You can definitely make a substantial income once you learn it.</p> <p>I will not bore you 😊 I take my courses very seriously but at the same time I try to make it fun since I know how difficult learning from an instructor with a monotone voice or boring attitude is. This course is fun, and when you need some energy to keep going, you will get it from me.</p> <p>My Approach Practice, practice and more practice. Every section inside this course has a practice lecture at the end, reinforcing everything with went over in the lectures. I also created a small application the you will be able to download to help you practice PHP. To top it off, we will build and awesome CMS like WordPress, Joomla or Drupal.</p>	<ul style="list-style-type: none"> • Review content and check word count: The course creator or editor should review the content to ensure that it provides a detailed and accurate overview of the course content and goals, while also ensuring that the word count falls within the recommended range of 240-600 words. • Check for accuracy and clarity: The course should be checked to ensure that the information is accurate, up-to-date, and clearly and concisely presented. 	<p>Check whether the about course fulfills all QA standards. Any errors or unclear statements should be notified.</p>
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Course Price	A section where the course creator or editor can set the price for the course, or make it available for free.	The course price should be set according to the pricing strategy determined by the course creator or platform. It should be clearly displayed in the local currency and include any applicable taxes or fees.	Rs. 10,000.00	Check that the prices of the paid courses are set or the prices of the free courses are marked as free: The course creator or editor should ensure that the course has been correctly marked as either free or priced. <ul style="list-style-type: none"> Verify that the thumbnail image is present and correct. Ensure that the thumbnail image size is 700x430 pixels and that it looks professional, visually appealing and accurately represents the course content. Any issues should be resolved and the thumbnail image should be updated if necessary. 	Verify that the price is correctly displayed on the course page. Any discrepancies or errors should be notified.
Course Thumbnail	A representative image that visually conveys the course content.	The image should be at least 700x430 pixels in size and in a supported file format (JPEG or PNG).		<ul style="list-style-type: none"> Verify that the intro video is present and correct. Ensure that the intro video is no longer than 15 minutes. Check that the intro video is in a supported file format (MP4). Verify that the intro video resolution is 720p or higher. Evaluate whether the intro video accurately introduces the course and its main topics. Ensure that the intro video looks professional and visually appealing. 	Review the course thumbnail to ensure it has gone through all the QA tasks.
Course Intro Video	A short video that introduces the course and its main topics.	The video should be no longer than 15 minutes and should be in a supported file format (MP4). The video resolution should be 720 pixels or higher.	A course on "Digital Marketing" has an intro video that showcases the importance of digital marketing and its different techniques in today's world, while also providing an overview of the course content and all the topics that will be covered.	<ul style="list-style-type: none"> Verify that the intro video is present and correct. Ensure that the intro video is no longer than 15 minutes. Check that the intro video is in a supported file format (MP4). Verify that the intro video resolution is 720p or higher. Evaluate whether the intro video accurately introduces the course and its main topics. Ensure that the intro video looks professional and visually appealing. 	Review the QA test results for the Course Intro Video feature. Upon identifying any reported issues related to the Course Intro Video feature during the QC process, notify the course creator of the issues and ensure that they are resolved in a timely manner. If necessary, request an updated version of the intro video that meets the specified requirements and standards.
Course Builder	This is the section where the course creator or editor creates and organizes the course by adding topics, lessons, quizzes, and assignments.	<ul style="list-style-type: none"> Topic names should be limited to 50 characters, and topic summaries should be between 25-50 words. Although multiple lessons and quizzes can be incorporated within a single topic, it is recommended to have 2 to 5 lessons and one quiz per topic for optimal results. 	<ul style="list-style-type: none"> Topic Name: User Interface Improvements Topic Summary: There are advances being made in science and technology everyday, and a good example of this is the LCD monitor. LCD monitors have several benefits over the old chunky computer monitors that most users are familiar with. 	<ul style="list-style-type: none"> Verify that the course builder is functional and all required components can be added and saved. Check that all topics, lessons, quizzes, and assignments are well-structured, engaging, and error-free. Confirm that prerequisites are set up correctly (if available only) and that the overall course flow makes sense. Any issues should be resolved by the course creators. 	Ensure that the course builder is well-organized and easy to use, with clear instructions provided for creating and organizing course components. The course builder will be updated if necessary.
Additional Data	Information from the Additional Data section shows up on the course single page.	-	-	<ul style="list-style-type: none"> Verify that all necessary information has been included in the Additional Data section. Check that the information provided in the Additional Data section is accurate, informative, and well-written. Ensure that it follows any relevant formatting guidelines and that any images or other media are of good quality and relevant to the course. Any issues should be resolved and the Additional Data section should be updated if necessary. 	Review the additional data to ensure it has gone through all the QA tasks.

-What Will I Learn?	A list of specific skills or knowledge that learners will gain from taking the course.	There should be at least 3 learning objectives listed.(One per line)	<ul style="list-style-type: none"> • Design icons, business cards, illustrations, and characters. • Clean up face imperfections, improve and repair photos. • Use creative effects to design stunning text styles. • Remove people or objects from photos. • Cut away a person from their background. • Master selections, layers, and working with the layers panel. 	<ul style="list-style-type: none"> • Verify that the "What Will I Learn" feature allows course creators to easily provide a summary of the key learning objectives for their course. • Ensure that the summary is limited to a few key bullet points or sentences that clearly convey the benefits of the course to potential learners. (One per line) 	<ul style="list-style-type: none"> • Ensure that the section is comprehensive and clearly outlines what learners will learn. • Verify that the summary accurately reflects the course content and objectives. • Report any identified issues to the creator.
-Target Audience	A description of the learners for whom the course is designed, including their background, experience, and skill level.	Specify the target audience that will benefit the most from the course (One per line). There should be a minimum of 2 bullets and a maximum of 6 bullets in this section.	<ul style="list-style-type: none"> • Anyone who wants to start using Adobe XD in their career & get paid for their user experience design skills. • This course is for beginners, newbies & amateurs in the field of UX design. • Aimed at people new to the world of design & user experience. • For anyone that needs to add 'UX Design' to their portfolio. 	<ul style="list-style-type: none"> • Verify that the Target Audience feature allows course creators to easily define the intended audience for their course (One per line). • Ensure that the feature provides appropriate categories for skill level, experience, and interests. • Test that the feature allows learners to easily filter courses based on their own skill level, experience, and interests. 	Ensure that the section provides a clear and comprehensive description of the target audience, including their background, experience, and skill level.
-Total Course Duration	An estimated time commitment for completing the course.	The estimated time commitment should be stated in hours and minutes. This includes all of the videos, readings, quizzes, assignments, and other materials that students will need to review and engage with in order to complete the course.	6 hours 15 minutes	Verify that the estimated time commitment is provided and accurately reflects the course duration.	Ensure that the estimated time commitment is reasonable and provides a realistic expectation of the course duration.
-Materials Included	A list of materials that are included in the course, such as readings, videos, and other resources	The section should be clearly labeled and all materials should be listed in a clear and concise manner (One per line).	<ul style="list-style-type: none"> • 13 hours on-demand video • 3 articles • 175 downloadable resources • Full lifetime access • Access on mobile and TV • Assignments • Certificate of Completion 	Verify that the section is present and that it accurately lists all materials included.	Ensure that the section is complete and all materials listed are accurate and accessible.
-Requirements/Instructions	Any specific requirements or instructions for students to follow while taking the course	The requirements or instructions should be clearly stated and easy to understand (One per line).	<ul style="list-style-type: none"> • No previous knowledge of Photoshop required. • If you have Photoshop installed, that's great. • If not, I'll teach you how to get it on your computer. 	<ul style="list-style-type: none"> • Verify that the section is present and clearly states any requirements or instructions. • Ensure that the section is well-written and free of spelling and grammatical errors. 	Review the requirements to ensure it has gone through all the QA tasks.
-Course Tag	A set of keywords that describe the course and help students find it in search results	Tags should be relevant and accurately describe the course content. If multiple tags are used, they should be separated by commas.		Verify that the course has appropriate tags that accurately describe the course content.	Ensure that the tags are relevant and accurately describe the course.
Certificate Template	A template that learners can use to generate a certificate of completion for the course.	The certificate template should be available in a downloadable format such as PDF, and should include the learner's name, the course title, and the completion date. It should also have an appealing design that reflects the branding of the course.		Verify that a certificate template is available and that it accurately reflects the course content and is visually appealing.	Ensure that the template is error-free and that it accurately reflects the course content.