

# **LMS Evaluation Checklist: 10 Things You *Should* Expect**

## **1. Modern, User-Friendly Design**

- Mobile-first, intuitive interface
- Easy navigation and consumer-grade UX
- Fast, AI-powered search

## **2. Robust, Real-Time Reporting**

- Real-time dashboards with engagement and ROI metrics
- Department- and location-level data slicing
- Scheduled, automated reports

## **3. Built-In Learner Engagement Tools**

- Automated nudges and reminders
- Trending content surfacing
- Options for self-directed exploration

## **4. Admin Efficiency and Automation**

- Bulk actions and templated learning paths
- Auto-enrollments and compliance workflows
- Minimal manual effort for large-scale tasks

## **5. Customization and Flexibility**

- Custom branding and learner dashboards
- Role- or site-based learning paths
- Configurable access and visibility settings

## **6. Mobile and Deskless Workforce Support**



- Mobile-ready, microlearning-friendly content
- Works seamlessly on any device
- Offline learning options

### **7. AI and Smart Automation**

- Personalized content recommendations
- Workflow automation that saves time
- AI-driven learning experiences



### **8. High-Quality, Relevant Content**

- Modern, short-form, scenario-based content
- Regular content updates
- Coverage across leadership, compliance, safety, and soft skills

### **9. Strong Integrations**

- Integrates with your HRIS, SSO, and communication tools
- API or native connections to platforms like ADP or Workday
- Eliminates duplicate data entry

### **10. Ability to Prove ROI**

- Links learning to performance and behavior change
- Tracks outcomes beyond course completions
- Supports strategic learning impact measurement