**Website Evaluation Report Form**

**Website Information**

* **Website Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Website URL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Date of Evaluation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Evaluator’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Overall Website Performance**

| **Category** | **Needs Improvement** | **Satisfactory** | **Excellent** |
| --- | --- | --- | --- |
| **Design and Layout** | **☐** | **☐** | **☐** |
| **Navigation and Usability** | **☐** | **☐** | **☐** |
| **Content Accuracy** | **☐** | **☐** | **☐** |
| **Mobile Compatibility** | **☐** | **☐** | **☐** |
| **Security & Privacy** | **☐** | **☐** | **☐** |

**User Experience**

* **Is the website visually appealing? □ Yes □ No**
* **Are links and buttons working correctly? □ Yes □ No**
* **Is the information easy to find? □ Yes □ No**

**Content & Information Quality**

* **Is the content well-written and relevant? □ Yes □ No**
* **Is the information updated regularly? □ Yes □ No**
* **Are multimedia elements (images, videos) well-integrated? □ Yes □ No**

**Recommendations for Improvement**

* **Suggested Enhancements: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Areas Needing Immediate Attention: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Additional Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Final Score (Out of 10): \_\_\_\_\_\_\_\_\_\_**

**Signatures**

* **Evaluator’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_**
* **Website Owner/Administrator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_**