

# Resource Effectiveness Audit

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**Resource/Training Item:**

**Values and Feelings Supported:**

**Strategic Initiative Supported:**

**Date:** \_

## ACCESS

Does staff know the resource exists? Yes  No

If no, what will you do to communicate the resource exists?

Is the resource easily accessed? Yes  No

If no, how will you change the access?

## QUALITY

Does the resource align with the organization's values? Yes  No

If no, what needs to be aligned?

Is the resource **CRAAP**?

**Current** Does the resource contain the most current info? Yes  No

If no, what needs to be updated?

**Relevancy** Is the resource specifically relevant to the staff's job? Yes  No

If no, what is irrelevant?

**Authority** Is the resource from a credible source(s)? Yes  No

If no, what other credible sources can be used?

**Accuracy** Is the resource reliable and truthful? Yes  No

If no, what information needs to be changed?

**Purpose** Is the resource there for the benefit of staff? Yes  No

If no, what needs to be changed to benefit staff?

## USABILITY

Is the resource easy for the staff to use? Yes  No

If no, how can it be made easier to use?