You may not realize it, but there are a slew of questions you should be asking any third party content vendor you’re considering purchasing content from. Do you know which questions to ask? If not, no worries! We’ve got you covered in the 7 different areas and corresponding questions below:

1. NEED
   - Do you offer training courses in [INSERT SUBJECT HERE]? (Ex. This could be OSHA, PPE, etc.)
   - What happens if I need to add additional training courses at a later date?
   - Do you offer content packages pertaining to [INSERT SUBJECT HERE]?

2. TESTING
   - Can I get a sample of content that I may end up buying?
   - Can I see how it would look and act in my LMS?
   - How long can I have access?

3. MOBILE
   - Are your courses mobile responsive?
   - Are they HTML5?
   - Will they work across all phones, tablets and devices?

4. METADATA
   - Am I able to add my own categories and metadata to the content?

5. COULD-BASED
   - In what format is your content given to me?
   - Do you provide content in full SCORM packages or SCORM shells that redirect to a full application that’s cloud-based?

6. UPDATES
   - If you’re purchasing regulatory or compliance training, what happens when the rules change and how fast do you update the training?
   - How are updates to the content handled?
   - How frequently has the content been updated that I’m looking at? When was the last time it was updated? When is the next update scheduled?
   - What notifications are sent and how far out?
   - Can I preview the new version before it gets applied?
   - Can I stay on an old version? If not, what is my recourse if the content doesn’t fit my needs anymore?
   - What happens if I find errors in the content?

7. SUPPORT
   - What kind of support do you offer? (Email, phone support, tutorials, manuals, etc.)