IMS Common Cartridge® Checklist & RFP Language

An IMS Common Cartridge® (CC®) is a standard way to package content for ingestion by a Learning Management System (LMS) or Learning Object Repository (LOR). An IMS Global CC provides robust support for the exchange of complex objects in instances where the district wants full control and possession of content, metadata and alignment to curriculum standards for these learning objects.

IMS Global's Common Cartridge supports the following resource types:

- Learning Tools Interoperability® (LTI®) Links
- Web Links
- Web Content (Static web resources such as html files, GIF/JPEG Images, PDFs etc.)
- Associated Content (a resource type that contains a collection of files)
- Question and Test Interoperability® (QTI®) Question Types
  - Multiple Choice (single response)
  - Multiple Choice (multiple response)
  - True/False
  - Essay
  - Simple Fill in the blank
  - Pattern Match
- Discussion Forum
- Curriculum Standards metadata
- All IEEE Standard for Learning Object Metadata fields
- Extensions (support for additional resource types)
- Embedded files
  - Accessible Portable Item Protocol® (APIP®)
  - Interactive WhiteBoard/Common File Format (IWB/CFF)
  - ePub

When procuring content:

- If an institution already has an IMS Conformance Certified Platform, determine which Common Cartridge version(s) the learning platform supports by looking it up in the IMS Global Certified Product Directory (imscert.org).
- Make sure to review the details of the conformance certification for the specific product version by selecting the detail view from the table.
- Click on the product name in the listing to see if the conformant learning platform has any approved exceptions.
- Ask content supplier(s) to provide IMS Global Common Cartridge conformant content in the same version that the platform supports. Only cartridges with verifiable conformance registration numbers are IMS Global conformant.

- Institutions may also wish to require specific features of the IMS Common Cartridge standard are used in content that is procured. If so, specify which features from the table below are desired. Note that a given platform may not support all listed features.

Suggested RFP Language [target: content providers]

The district is requesting IMS Global Common Cartridge Conformant Cartridges certified at CC Version 1.3 or higher. Please provide the Conformance Certification number along with a detailed list of support features in the Common Cartridge(s). Please refer to the table below to determine features supported by the cartridge(s).

Evidence of a valid conformance certification, including a current registration number must also be available from the IMS Global web site. See http://www.imscert.org.

IMS Global Common Cartridge - Checklist

Name	Description
Common Cartridge Version	Version Number 1.3
Common Cartridge Conformance #	IMS Assigned Conformance Certification Number
Weblinks	Will you be providing Web Links? [Open Links]
LTI Links	Will you be providing LTI Links?
Web Content	Will you be providing Web Content? -If yes, please specify types.
Associated Content	Will you be providing associated file collections?
QTI Assessments	Will you be providing QTI Assessment Items?
Discussion Forum	Will your cartridge include discussion forum(s)?
Curriculum Standards	Will you be providing Curriculum Standards and alignment?
Embedded files	Will you be providing embedded files - please identify what types: APIP,IWB, ePub
Inline Manifest	Will you be providing a manifest file with inline resources?
Scope & Sequence	Will you be providing a scope and sequence structure?

| Metadata | Please provide a list of metadata elements to be included. Please review metadata sections starting at section 4.6 of the CC Implementation guide: http://www.imsglobal.org/cc/ccv1p3/imscc_Implementation-v1p3.html |
| Extensions | Will you be providing additional resource types via extension? Please specify |

Suggested RFP Language [target: Tool providers - i.e. LMS, LOR]

The district is requesting support for ingesting Common Cartridge Compliant Cartridges certified at CC Version 1.3 or higher. Please provide the Conformance Certification number along with a detailed list of support features in the Common Cartridge(s). Please refer to the table below to determine features supported by the cartridge(s).

Evidence of a valid conformance certification, including a current registration number must also be available from the IMS Global web site. See http://www.imscert.org.

IMS Common Cartridge - Checklist

Name	Description
Common Cartridge Version	Version Number 1.3
Common Cartridge Conformance #	IMS Assigned Conformance Certification Number
Weblinks	Will your platform support Web Links? [Open Links]
LTI® Links	Will your platform support LTI® Links?
Web Content	Will your platform support Web Content? - if yes please specify types.
Associated Content	Will your platform support associated file collections?
QTI Assessments	Will your platform support QTI Assessment Items?
Discussion Forum	Will your platform support discussion forum(s)?

Curriculum Standards	Will your platform support Curriculum Standards and alignment?
Embedded files	Will your platform support embedded files - please identify what types: APIP,IWB, ePub
Inline Manifest	Will your platform support manifest file with inline resources?
Scope & Sequence	Will your platform support scope and sequence structure?
Metadata	Please provide a list of Metadata elements supported. Please review metadata sections starting at section 4.6 of the CC Implementation guide: http://www.imsglobal.org/cc/ccv1p3/imscc_Implementation-v1p3.html
Extensions	Will you be supporting any additional resource types via extension? Please specify.
Import/Export	Will your platform support import and export functionality at CC Version 1.3?