Writing Learning Objectives: Quick Tips

*When writing your learning objective(s) in LOCUS use this worksheet to simplify the process!*

# Formula

**OBJECTIVE =**

**(When) + (Who) + WILL BE ABLE TO + MEASURABLE VERB + (Task) + (Criteria)**

|  |  |
| --- | --- |
| Learning Objective | Examples |
| When | As a result of participating in X |
| Who | For LOCUS Learning Objectives, this will mostly be “I” |
| Measureable Verb | A comprehensive list is below. Choose the verb that is most applicable or use a verb not listed. |
| Task | What comes after the verb? What are you hoping you will be able to recall, learn, understand, apply, etc.? |

# Measurable Verb

One tip to help guide you toward identifying verbs that are measurable is to use Bloom’s Taxonomy. Ordered from more basic to more advanced, Bloom's taxonomy provides a broad array of verbs that can be used when writing objectives to help define how you will

*(1) know - what content knowledge do you need to have for this experience?*

*(2) be - what do you hope to become from this experience?*

*(3) do - how will you practice and refine your skills learned from this experience?*

### **Remembering**

define, count, describe, draw, find, identify, label, list, match, name, quote, recall, recite, sequence, tell, write

### **Understanding**

conclude, demonstrate, discuss, explain, generalize, identify, illustrate, interpret, paraphrase, predict, report, restate, review, summarize, tell

### **Applying**

apply, change, choose, compute, dramatize, interview, prepare, produce, role-play, select, show, transfer, use

### **Analyzing**

analyze, characterize, classify, compare, contract, debate, deduce, diagram, differentiate, discriminate, distinguish, examine, outline, relate, research, separate

### **Evaluating**

appraise, argue, assess, choose, conclude, critique, decide, evaluate, judge, justify, predict, prioritize, prove, rank, rate, select

### **Creating**

compose, construct, create, design, develop, integrate, invent, make, organize, perform, plan, produce, propose, rewrite

# Criteria for Measurement (evidence)

While this may not be part of your actual learning outcome, it is important to know how you will know you have succeeded. What will you point to that will allow you to say “I accomplished my objective and here’s the proof!”

# Examples

* As a result of interning at ABC7 Chicago, I will be able to develop my communication skills by greeting guests and answering phone tips.
* As a result of interning at XYZ Law Group, I will be able to explain the immigration and legal system.
* As a result of my accompaniment of elderly residents of my local community, I will be able to critically evaluate popular narratives about aging in America.
* As a result of my research into sustainable daily living, I will be able to produce a website that can teach elementary and middle school students what they can do to promote sustainability in their homes.
* As a result of my study of management principles, I will be able to conduct a SWOT analysis of and provide critical feedback to a developing social enterprise's business plan.