

LEARNING OBJECTIVES

Why are learning objectives important?

The purpose of learning objectives is to provide specific goals for a program or session. They describe what participants will learn and will address the need to provide education on the topic as described in the Needs Analysis.

Clearly stated learning objectives help participants focus on what you want them to learn. Participants will be able to evaluate their progress and be encouraged to take responsibility for their learning.



Learning Objectives must:

- Be measurable
- Be actionable
- Start with active behavioral verbs

Definition of Learning Objectives

- They state what the participant will be able to do after attending the program. Learning objectives are not a description of the course materials or something the instructor does.
- They are something the participant performs—an action(s) that can be observed and verified. You'll sometimes hear this quality described as "measurable."

Examples of Learning Objectives

Following the program, participants will be better able to:

- Identify facility deficiencies that impede efficient and economical customer service.
- Describe a pre-operation safety inspection checklist.
- Evaluate maintenance management systems' features and which options will work best with your operations.
- Promote the benefits of investing in an in-house advanced leadership program.
- Develop a public information and media strategy.

NOTE: When writing a learning objective, use only one verb that describes the action a participant will be able to perform after attending the program—one that can be observed and verified (a.k.a. measurable).

Learning Objectives for APWA Programs and Presentations

Learning objectives written for APWA programs and sessions must include three (3) learning objectives that indicate how the participant will benefit from the program or presentation. The learning objectives should start with the phrase: "Following the program, participants will be better able to _____."

Below are examples of behavioral verbs you may use when composing learning objectives.

Remember	Understand	Apply	Analyze	Evaluate
<ul style="list-style-type: none"> • Define • Identify • List • Name • Recall • Recognize • Record • Repeat • Underline 	<ul style="list-style-type: none"> • Choose • Describe • Determine • Differentiate • Between • Discuss • Explain • Express • Identify • Locate • Review • Recognize 	<ul style="list-style-type: none"> • Apply • Demonstrate • Employ • Operate • Practice • Relate • Schedule • Use • Utilize • Initiate 	<ul style="list-style-type: none"> • Analyze • Appraise • Calculate • Categorize • Conclude • Correlate • Criticize • Deduce • Develop • Diagram • Estimate • Relate • Solve • Test • Diagnose 	<ul style="list-style-type: none"> • Appraise • Assess • Choose • Compare • Critique • Estimate • Evaluate • Judge • Measure • Rate • Revise • Score • Select • Validate • Value