

Writing Measurable Goals:

1. Decide what the main learning objectives are. Typically there are only 2-4 main takeaways for each workshop. Be as specific as possible such as “*Participants will identify 3 strategies to interpret in high pressure situations*”
2. Identify how the learning occurs, through discussion, demonstration, practice, analysis etc. “*Participants will demonstrate 3 different classifier usages in medical interpreting*” or “*participants will analyze each other’s work using specific verbal feedback techniques*”. What will the participants be *actively* doing and how will that demonstrate learning?

Beware of vague words such as “understand” or “become familiar” and change them into the more active and observable words listed in the sources below:

Below is a sampling of observable action verbs:

Identify	Demonstrate	Recall
List	Perform	Specify
Describe	Defend	Distinguish
Compare/contrast	Justify	Produce
Classify	Dispute	
Analyze	Explain	

Taken from Smith, C., & Kranis, J. (2007, August/September). Roadmap for Professional Development: How to write Achievable and Measurable Learning Objectives. *VIEWS*, 1,12.

List of Verbs for Formulating Educational Objectives from Rosof AB. Stating objectives, in Rosof AB Felch WC (eds): Continuing medical education: a primer, Westport, Conn.: Praeger; 1992:52-59

1. Those that communicate knowledge:

Information:

cite identify quote relate tabulate count indicate read repeat tell define list recite select trace describe name recognize state update draw point record summarize write

Comprehension:

assess contrast distinguish interpolate restate associate demonstrate estimate interpret review classify describe estimate interpret review translate compare differentiate express predict compute discuss extrapolate report

Application:

apply employ match relate sketch calculate examine operate report solve choose
illustrate order restate translate complete interpolate practice
review treat demonstrate interpret predict schedule use develop locate prescribe
select utilize

Analysis:

analyze criticize diagram infer question appraise debate differentiate inspect separate
contract deduce distinguish inventory separate contrast detect experiment measure

Synthesis:

arrange construct formulate organize produce assemble create generalize plan
propose collect design integrate prepare specify combine detect manage prescribe
validate compose document

Evaluation:

appraise critique evaluate rank score assess decide grade rate select choose
determine judge recommend test compare estimate measure revise

2. Those that impart skills:

demonstrate hold massage pass visualize diagnose integrate measure write diagram
internalize operate project empathize palpate record listen