

# Learning Objectives & Evaluations

REQUIREMENTS FOR CATALIGHT PROVIDED CONTINUING EDUCATION

## Learning Objectives

**Learning objectives need to be specific, measurable, and actionable.**

We recommend using [Bloom's Taxonomy](#) when creating objectives (action words).).

### How many Learning Objectives are needed?

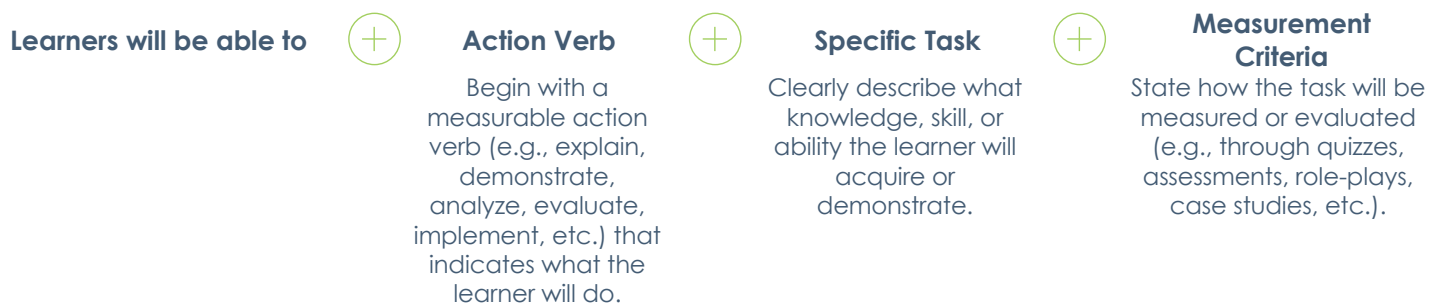
- 2-3 for 1-3 hours
- 3-4 for 4-6 hours
- 5-6 for 7-8 hours

### Learning Objectives Must Be:

- **Specific:** Make objectives clear and precise, stating exactly what will be learned and what is expected.
- **Measurable:** Objectives should be measurable so that both instructors and learners can track progress. Include how achievement can be observed or quantified (e.g., tests, demonstrations, or evaluations).
- **Achievable:** Set realistic objectives that can be reasonably accomplished, keeping learners motivated and instruction practical.
- **Relevant:** Ensure objectives align with broader course goals or real-world applications. This keeps learning focused on what matters most.
- **Time-bound:** Include a time frame if it adds clarity and structure, though it's not always necessary.

### Learning Objective Template:

Write your learning objectives in alignment with this structure.





**When writing objectives, pay attention to the action verbs you use.**

**Use these words:**

KNOWLEDGE: identify, acquire, distinguish

COMPREHENSION: convert, transform

APPLICATION: apply, explain, carry out, prepare, operate, plan, repair

ANALYSIS: compare, identify, classify, distinguish, catalog, order, determine

SYNTHESIS: write, plan, integrate, specify, produce, organize, design, build

EVALUATION: evaluate, verify, assess, test, rank, measure, select

**Do not use these words:**

Abstract, Analyze, Appraise, Approach, Appreciate, Become aware of, Become familiar with, Breakdown, Check, Consider, Detect, Describe, Discriminate, Discover, Discuss, Estimate, Extrapolate, Explore, Feel, Formulate, Generalize, Interpret, Investigate, Judge, Know, Learn, Maintain, Observe, Outside, Propose, Recall, Recognize, Respect, Sequence, Solve, Systemize, Theorize, Translate, Understand

**Learning Objective Examples:**

**Learners will be able to (action verb) + (specific task) + (measurement)**

Example: Learners will be able to conduct an assessment using the Compass-B manual across two clinical scenarios.

**Learners will be able to (action verb) + (measurement) + (specific task)**

Example: Learners will be able to state the three elements of the ABCs of behavior.

**Other examples:**

- Explain the importance of confidentiality in therapeutic settings by writing a reflective essay that includes at least three real-world examples of ethical considerations
- Demonstrate proper handwashing techniques for infection control by performing the procedure in a skills lab and completing all required steps according to the procedure checklist.
- Design a weekly self-care plan tailored to managing work-related stress by submitting a completed plan that includes at least five distinct self-care strategies.
- Learners will be able to implement cognitive-behavioral strategies for managing client anxiety by demonstrating these strategies during role-play session with peer feedback.
- Learners will be able to evaluate the effectiveness of behavioral interventions for substance use disorders by analyzing client studies and completing a written report with a score of at least 85% on the evaluation rubric.