



Learning Objectives Worksheet

You might be wondering, what a learning objective is. A Learning objective is a brief, clear, & concise statement of what a person will be able to perform at the end of an instructional period. In this case, it will be at the end of your internship.

On your application you identified skills that you wish to take away from your intern experience. The purpose of this worksheet is to take those skills, transform them into goals, then from these goals create learning objectives.

The first portion of this worksheet is to form goals based on the skills you stated on the application. The second portion will be done in collaboration with your supervisor. Together you will create learning objectives based on the goals you have set.

Goal Setting

This part of the worksheet is intended to help you clearly define what you wish to take away from the internship and make it a goal. This will help you and your employer understand what you need to make this a successful internship experience for you.

For example, if you wish to develop skills in professionalism. Then make it a statement such as this. 'I want to learn how to act appropriately in a professional setting and feel comfortable in these types of settings.'

Below, write your skill and then state that as a goal you want to achieve.

Skill _____
Goal _____

Skill _____
Goal _____

Skill _____
Goal _____

Skill _____
Goal _____



Writing Learning Objectives

To write an affective learning objective it should focus on the intern, their goals, and be measurable. It should also explain expectations for behavior, performance, or understanding.

The actual structure of the objective is as follows. First, you select a verb for performing the task. Second, you select a condition in which the task must be performed, then select a standard to which the task must live up to. Here is an example.

- Acquire the knowledge and skills that I need to act appropriately in professional situations.

Here are a few measurable action words that might help when forming these objectives.

- | | | |
|--------------|--------------|------------|
| • Recognize | • Construct | • Evaluate |
| • Prioritize | • Articulate | • Identify |
| • Analyze | • Describe | • Develop |
| • Create | • Apply | • Define |
| • Discuss | • Assess | • List |

Now, take some time with your supervisor and create four learning objectives using the goals created above and list them below.

Learning Objective #1:

Learning Objective #2:

Learning Objective #3:

Learning Objective #4:
