


ICEP Guidelines for Writing Learning Objectives

 **Learning Objective:** A statement that defines what participants are expected to gain during your educational activity. It identifies a change in skills, knowledge, abilities and/or performance*.

 **Follow this format for writing learning objectives**

By when, who will be able to: (OR will*)

- Measurable Action Verb + Skill/Knowledge/Ability (OR Performance*)

Example:

Upon completion of this educational activity, members of the healthcare team will be able to: (OR will*)

- Improve day-to-day care for children with tracheostomies with/without ventilators.

Top 25 Recommended Measurable Action Verbs

Analyze	Define	Discuss	Illustrate	Measure
Apply	Demonstrate	Evaluate	Improve	Outline
Assess	Describe	Examine	Increase	Recommend
Compare	Determine	Explain	Interpret	Summarize
Create	Develop	Identify	List	Utilize

This list is not exhaustive. Other terms may be considered measurable.

Top 8 Non-Measurable Verbs NOT to Use

Appreciate	Comprehend	Learn	Recognize
Be Aware	Know	Reflect	Understand

Verbs considered “non-measurable” may be flagged and an alternate measurable verb requested.

For Planning Committee Members: Writing global learning objectives

If your educational activity has multiple sessions/courses, create global learning objectives that address general or broad themes of the educational activity.

Example: Evaluate scientific evidence informing recent advances and trends in pediatric medicine.

For Presenters: Writing session-specific learning objectives

Learning objectives for a session should address at least one of the global learning objectives in your educational activity and describe the skill/knowledge/ability (OR performance*) in greater detail.

Example: Summarize methods of evaluating and de-labeling pediatric beta-lactam allergy.

*Performance means that as a result of participation in your activity, learners **are expected to** demonstrate change in professional behavior or performance through simulation, responding to patient cases, or self-reported changes in practice.