

2. Establish learning objectives and evaluation

Importance

The impact of mastering these competencies is that you:

- Closely align learning objectives with desired performance outcomes.
- Sequence learning in a way that makes sense.
- Design evaluation of learning objectives before designing the instruction.

Supporting competencies and tasks

These tasks contribute to mastery of the supporting competencies (in bold). Put a check mark next to each task or subtask within the supporting competency as you complete it:

2a Write learning objectives

See *Designing Curricula 3a*

2b Design evaluation of learning objectives

- ▣ Identify appropriate level of evaluation for each learning objective (for example, recall, comprehension, application, analysis, synthesis, evaluation, creation)
- ▣ Identify appropriate type of evaluation for each learning objective (for example, test questions for comprehension, observation of practice or role play for application)
- ▣ Determine how technology can support evaluation of learning (for example, online testing, performance tracking, automated reporting)
- ▣ Determine procedures for administering the evaluation
 - If using high-tech methods, identify costs for purchasing evaluation equipment and data collection services (for example, data usage on cellphones)

2c Develop materials to evaluate learning objectives

- ▣ Prepare assessment forms, checklists, and scoring guidelines to evaluate tasks and skills (for example, checklists for observation of practice or role play for application, case study for analysis)
- ▣ Write test questions and scoring guidelines to evaluate knowledge
 - Determine the number of questions needed to evaluate each learning objective
 - Draft test questions with one definitive correct response and plausible incorrect responses
- ▣ Test online evaluations to confirm that they are usable and accurately track and report data

Key outputs and assessment criteria

Mastering these competencies typically involves the following outputs. The assessment criteria indicate what would make the output appear to be high in quality.

KEY OUTPUTS	ASSESSMENT CRITERIA
Learning objectives	Learning objectives are documented and validated
	Learning objectives for each lesson or task align with the goals for the learning experience
	Appropriate level of learning (for example, recall, comprehension, application, analysis, synthesis, evaluation) is clear for each learning objective
	Learning objectives include observable outcome, condition, and standard for each objective at an application, analysis, evaluation or creation level
	Learning objectives are sequenced for ease of learning
	Learning objectives are aligned with desired performance outcomes
Design for evaluation of learning objectives	Evaluation method is appropriate to level of learning objectives
	Evaluation method provides an observable, measurable outcome for each learning objective
	Evaluation method indicates the conditions under which the assessment occurs
	Evaluation method identifies assessment and administration procedures (for example, scoring, opportunity to retest or re-examine)
	Evaluation method is consistent with context requirements for learning experience
Materials to evaluate learning objectives	Materials to evaluate learning are appropriate to level of learning objectives
	Materials to evaluate learning enable observation of achievement of learning objectives