



How to Write Continuing Education (CE) Objectives

Learning objectives, or learning outcomes, are statements that clearly describe what the learner will know or be able to do as a result of having attended an educational program or activity.

Learning objectives should (1) focus on the learner, and (2) contain action verbs that describe measurable behaviors.

A learning objective should be written in concrete terms and ambiguous language should be avoided. Below are examples of specific words to use and words to be avoided when writing learning objectives.

Terms to USE in Learning Objectives

Analyze	Develop	Plan
Apply	Diagnose	Predict
Arrange	Discriminate	Prepare
Articulate	Discuss	Recite
Assess	Distinguish	Recognize
Categorize	Employ	Relate
Classify	Evaluate	Report
Compare	Explain	Revise
Compile	Formulate	Select
Construct	Identify	Solve
Create	Implement	Translate
Critique	Integrate	Use
Demonstrate	Interpret	Utilize
Describe	List	
Design	Manage	

Terms to AVOID in Learning Objectives

Know	Appreciate	Become aware of
Understand	Learn	
Internalize	Become familiar	

Examples of well-written learning objectives:

This workshop is designed to help you:

- 1. Compare basic hypnosis theory and technique*
- 2. Recognize differences between acute and chronic pain*
- 3. Utilize hypnosis in controlling acute pain*