

Learning Outcomes

Work with your CWE instructor and your site supervisor to develop 3-5 learning outcomes. Your site supervisor will evaluate your performance on your learning outcomes at the end of the term.

A learning outcome is:

A “task-oriented goal” established with the help of your site supervisor and CWE instructor that will be accomplished during the term. Each outcome should be:

- Specific and clearly defined
- Relevant to your job
- Aimed at developing increased productivity and improving general work place skills
- Measurable in level of achievement, skill or ability

Examples of acceptable outcomes:

- Improve my speed and accuracy by 10% in processing applications for loans as evaluated by my supervisor.
- Increase sales volume by 15% over same quarter last year, as measured by sales manager.
- Read the Supervisor’s Manual and successfully pass, with 90% proficiency, a test administered by the manager.
- Obtain Novel Netware 4.11 CAN Certification by the end of the term.
- Learn to start, stop and adjust each machine to produce parts to print specifications. Each machine will be learned in a 4-week period.

Examples of unacceptable outcomes:

- Improve my attitude. (Not readily measurable)
- Become a better salesperson. (Unclear)
- Gain more knowledge on management. (Too broad)

Helpful words to start learning outcome statements:

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| • administer | • design | • organize |
| • analyze | • develop | • plan |
| • appraise | • explain | • review |
| • classify | • implement | • research |
| • compile | • initiate | • revise |
| • coordinate | • interpret | • train |
| • conduct | • investigate | • utilize |
| • create | • manage | • write |