

# WRITING OUTCOMES

## DEFINITIONS:

- **Operational** – describe what a program/services is expected to accomplish; deals with functions, procedures, resources, efficiencies
  - Retention & graduation rates
  - Percent graduates that continue to graduate school/employment
  - Satisfaction/customer service
  
- **Learning** – describe what participants are expected to demonstrate; deals with something new that has been acquired or achieved
  - Knowledge
  - Skills
  - Ability
  - Attitudes
  - Behaviors
  - Values

## **EXAMPLES:**

As a result of participating in **(program/event)**, **(students/parents/ staff, etc)** will be able to **(action verb)** **(measurable outcome)**.

### EXAMPLE:

As a result of participating in the **Student Life Assessment Retreat** on Thursday, April 14, 2016, **attendees** will be able to **restate** the **importance of assessment in Student Life**.

After attending **(program/event)**, **(students/parents/staff,etc)** will be able to **(action verb)** **(measurable outcome)**.

### EXAMPLE:

After attending the **Student Life Assessment Retreat** on Thursday, April 14, 2016, **participants** will be able to **restate** the **importance of assessment in Student Life**.

## LIST OF MEASURABLE VERBS USED TO ASSESS OUTCOMES

**Bloom's Taxonomy of Educational Objectives (1956): Cognitive Skills.** A group of educators, led by Benjamin Bloom identified a hierarchy of six categories of cognitive skills: knowledge, comprehension, application, analysis, synthesis and evaluation. As students learn, they start with the knowledge level and progress through the hierarchy. Thus, assessment involving upper-class students or advanced workshops, etc. should include skills at a higher level than introductory or basic skills courses. Below you will find a list of measurable verbs to assist you in writing outcomes.

Knowledge Level: The successful student will recognize or recall learned information.

list	record	underline
state	define	arrange
name	relate	describe
tell	recall	memorize
recall	repeat	recognize
label	select	reproduce

Comprehension Level: The successful student will restate or interpret information in their own words.

explain	describe	report
translate	express	summarize
identify	classify	discuss
restate	locate	compare
discuss	review	illustrate
tell	critique	estimate
reference	interpret	reiterate

Application Level: The successful student will use or apply the learned information.

apply	sketch	perform
use	solve	respond
practice	construct	role-play
demonstrate	conduct	execute
complete	dramatize	employ

Analysis Level: The successful student will examine the learned information critically.

analyze	inspect	test
distinguish	categorize	critique
differentiate	catalogue	diagnose
appraise	quantify	extrapolate
calculate	measure	theorize
experiment	relate	debate

Synthesis Level: The successful student will create new models using the learned information.

develop	revise	compose
plan	formulate	collect
build	propose	construct
create	establish	prepare
design	integrate	devise
organize	modify	manage

Evaluation Level: The successful student will assess or judge the value of learned information.

review	appraise	choose
justify	argue	conclude
assess	rate	compare
defend	score	evaluate
report on	select	interpret
investigate	measure	support

# Worksheet: Writing Outcomes

Use this worksheet to draft your outcomes

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(program/event),

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---

(students/parents/staff,etc)

will be able to

---

---

(action verb)

---

---

(measurable outcome).

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