How to Write CME Objectives

Planning a CME activity is a multi-faceted process, and an important part of the process is the writing of clearly-stated learning objectives. Learning objectives convey anticipated outcomes of the learning activity, facilitate evaluation of student learning, and enable the prospective physician to identify the relevancy of the educational activity to his or her own CME needs.

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. Although the lists are not all-inclusive, we hope that they provide you with guidance as you prepare this section of the CME Planning Form.

Examples of Specific Terms to USE in Learning Objectives

Explain	Describe	Identify	Evaluate	Recognize
Discuss	Illustrate	Construct	Assess	Integrate
Create	Apply	List	Diagnose	Articulate
Develop	Interpret	Distinguish	Predict	Employ
Discriminate	Use	Arrange	Translate	Compare
Classify	Implement	Relate	Categorize	Report
Manage	Convey	Diagram	Formulate	Solve

Examples of Ambiguous Terms to AVOID in Learning Objectives

Know

Understand

Internalize

Appreciate

Successful learning objectives

The participant should be able to:

describe current nutritional and pharmacologic techniques in the management of short bowel syndrome

implement current guidelines in the use of PSA

Ambiguous learning objectives

The participant should be able to:

understand new 80-hour work week rules

know treatment plans related to cancer