Preparing your Learning Objectives

Your learning objectives will

- describe what you will be doing and learning during your internship
- provide 3 to 5 goals for the semester that are specific to your internship
- detail measurable, reasonable, and specific objectives
- be decided upon by you, your site supervisor, and your faculty internship coordinator

In a short paragraph, followed by 3 to 5 goals, describe the organization and what you will be doing and learning.

Doing will describe the work you will provide as you accomplish the internship:

- The projects and assignments you will undertake (as specifically as possible)
- How the assignments are different from what you have done in the past (if these are new assignments at an ongoing job)
- The criteria for success from your supervisor’s point of view

Learning focuses on the new skills you will learn as a result of completing the internship. These skills should demonstrate competencies and long-term skills that will be useful throughout your professional career.

Example of a Good Learning Object Proposal

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<thead>
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<th>Learning Objectives</th>
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<tr>
<td>Jesse Campbell</td>
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<tr>
<td>Summer 2015</td>
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The proposed internship will be with the Coming to Jordan (IS) Department. Coming to Jordan is a local marketing company with a national customer base. I currently work in the busy IS Department of about 20 employees, however the proposed internship is not a part of my current responsibilities. My assignment will be to design a skill-based assessment tool to evaluate employee performance in various positions in the department. This new project will allow me to gain assessment tool design skills and experience and an understanding of Human Resource management procedures pertaining to IS professionals.

Specific objectives are to:

1. Evaluate each job description in the IS Department. Assign appropriate responsibilities and tasks for each position.
2. Develop a skill based incentive and assessment program for consideration of promotions and raises.
3. Determine a fair and effective method to evaluate employees to see when certain skill levels have been met or exceptional work produced.
4. Document my process and give a presentation to management on the new skill based program and assessment tool.