## OER Objectives Worksheet Directions

*This set of directions are to be used alongside the* ***OER Objectives Worksheet*** *tab of the* [*OERFSJ Deliverables 1-5 spreadsheet.*](https://lmu.box.com/s/nr373cqlsegfls6cww28xbai6m780rp2)

*View a completed* [*OER Objectives Worksheet.*](https://lmu.box.com/s/r54yhw1qlulra1g5ksvermdyuqxi8v0o)

### Step 1: List your objectives

#### List your course outcomes

This may include outcomes for one course or several courses, depending on your OER plan. Course Outcomes may be given to instructors by the institution, and they are typically listed in the course syllabus. In OERFSJ Deliverables 1-5 spreadsheet, in the **OER Objectives Worksheet** tab, list all your course outcomes the **Course Outcomes** column.

*Course Outcomes example from a COMM 101 course: By the end of this course, students will be able to…*

*CO-1 Understand and apply fundamental communication theories, models, and principles to various contexts.*

*CO-2 Demonstrate proficiency in both verbal and nonverbal communication, including public speaking, listening skills, and body language.*

*CO-3 Develop effective interpersonal communication skills, including conflict resolution, active listening, and empathy.*

*CO-4 Demonstrate the ability to compose clear, concise, and well-organized written messages, identifying biases, fallacies, and persuasive techniques.*

*CO-5 Understand and apply ethical principles in communication, demonstrating awareness of cultural sensitivity, honesty, and responsible use of communication channels.*

#### List your Weekly or Module Objectives

If your course for which the OER will be used is already built, you likely have a list of objectives for each week or module of work within the course. If not, or if you are building the course for which the OER will be used, you will need to create a list of objectives for each week or module of the course. These weekly or module objectives should support the course outcomes, be more specific than the course outcomes, and written from the point of view of the student.

In the **Original Weekly or Module Objectives** column, start by listing all your weekly or module objectives. It may take a bit of time to list the objectives for an entire course(s). Work as a team to ensure all the objectives are listed.

**Note:** Though you may choose to list the Weekly or Module Objectives in the order in which they fall in your current course, the order of the objectives is not the focus of this step. The important thing is to list them all. Organizing the order in which you will cover them will come later.

**Table 1:** OER Objectives Worksheet with week/module and original objectives

|  |  |  |
| --- | --- | --- |
| **Week or**  **Module** | **Original Weekly or Module Objectives** | **Measurable Weekly or Module Objectives** |
| *Example*  Week 1 *or*  Module 1 | Upon completing this week/module learners will be able to…  Understand persuasive strategies to structure verbal messages that are adapted to specific audiences. |  |

### Step 2: Revise objectives using a DEIA lens

Take another look at the list of Weekly or Module Objectives in of your OER Objectives Worksheet. Look for DEIA objectives. You may already have some objectives that specifically address DEIA. If not, create some objectives or adapt some of your current objectives to include your DEIA goals in the **Original Weekly or Module Objectives** column. Here are some helpful questions to consider:

* How might you adapt your current objectives to ensure students' points of view, experience, or current knowledge is included? How will you ensure alternate, quiet, or minoritized points of view are represented? (Representational Justice)
* Do your objectives leave room for different ways of demonstrating learning?
* Do your objectives encourage diversity of contributors (Recognitive Justice)?

Consider reviewing[*Lambert's 3 R's*](https://jl4d.org/index.php/ejl4d/article/view/290/333) and the [*OERSFJ Rubric*](https://lmu.pressbooks.pub/app/uploads/sites/7/2024/01/OERFSJEvaluationRubric_PRIMARY.xlsx) to further guide you in your adaption or creation of DEIA-centered objectives.

**Table 2:** OER Objectives Worksheet with DEIA-centered objectives

|  |  |  |
| --- | --- | --- |
| **Week or**  **Module** | **Original Weekly or Module Objectives** | **Measurable Weekly or Module Objectives** |
| *Example*  Week 1 *or*  Module 1 | Upon completing this week/module learners will be able to…  Understand persuasive strategies to structure verbal messages that are adapted to specific audiences.  *Adapted to:*  Understand persuasive strategies to structure verbal messages that not only persuade but also foster inclusion, ensuring messages are accessible and respectful to individuals from diverse backgrounds. |  |

### Step 3: Revise objectives to be measurable and student-centered

Take another look at your DEIA-infused list of objectives. Review them to make sure they are:

#### Measurable

Your weekly or module objectives should ***begin with an action verb that can be measured*** (“Research”, “Use”, “Analyze”).

Examples of objectives that cannot be measured usually start with verbs like “understand”, “know”, “appreciate”, “familiarize”, “study”, “be aware”, “become acquainted with”, “gain knowledge of”, “realize”, or “learn”.

*Example of revising objectives to make it measurable:*

* + - **Replace:** Understand persuasive strategies to structure verbal messages that are adapted to specific audiences.
    - **With:** Identify the five persuasive strategies.
    - **And/Or:** Adapt verbal messages to persuade specific audiences.

*Note: Understanding cannot be measured. Reframe from the student’s perspective. What do you want the student to do to* ***show*** *they understand?*

In the **Measurable Weekly or Module Objectives** column, replace these vague, unmeasurable verbs with verbs that state exactly what the student will do.

#### Written from the student's perspective

Your weekly or module objectives should complete a sentence that begins with "By the end of this week/module, students will be able to..."

*Example of revising objectives to the student's perspective:*

* + 1. **Replace:**Increase awareness of social justice issues in the current public education system.
    2. **With**: Identify a variety of social justice issues in the current public education system.

*Note: While this objective states what the instructor or content intends to do, without framing it from the student’s perspective, it is not clear what the student will need to do to demonstrate they have increased their awareness.*

**Table 3:** OER Objectives Worksheet with measurable, DEIA-infused learning objectives

|  |  |  |
| --- | --- | --- |
| **Week or**  **Module** | **Original Weekly or Module Objectives** | **Measurable Weekly or Module Objectives** |
| *Example*  Week 1 *or*  Module 1 | Upon completing this week/module learners will be able to…  Understand persuasive strategies to structure verbal messages that are adapted to specific audiences.  *Adapted to:*  Understand persuasive strategies to structure verbal messages that not only persuade but also foster inclusion, ensuring messages are accessible and respectful to individuals from diverse backgrounds. | Upon completing this week/module learners will be able to…   * Identify the five persuasive strategies * Structure persuasive verbal messages that actively foster inclusion, ensuring accessibility and respect for diverse audiences within the DEIA framework. |

### Step 4: Finalize your objectives

You should have all your DEIA-infused, measurable objectives now listed in the **Measurable Weekly or Module Objectives** column of the OER Objectives Worksheet. Review them once more using the following prompts:

#### Which objectives repeat and could be combined?

Remove repeated objectives and combine those that make sense together.

#### Do all your objectives align with the course outcomes?

Look back at Course Outcomes you listed at the top of your OER Objectives worksheet. Make sure that all your weekly/module objectives align with and support at least one of those Course Outcomes. This ensures what you are teaching and the OER you are adapting or creating stays within the scope of the course.

Once you have narrowed down your list to include the essential objectives, you are ready to email your OER Objectives Worksheet to [OERFSJ@lmu.edu](mailto:OERFSJ@lmu.edu)!

**Deliverable 1** is this completed OER Objectives Worksheet. Next, you will use the objectives you just revised to begin organizing the framework of your OER into topics, chapters, and finally a Table of Contents.

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