

## BEFORE-CLASS LEARNING ASSESSMENT PLAN

Course \_\_\_\_\_ Date \_\_\_\_\_

1. The reason I am taking this course is: *(check all that apply)*

- It will help me do my job better
- My company requires this knowledge
- To prepare for certification
- It is required for re-certification (or other recognition)
- It will help me realize my career goals
- As a refresher course
- To improve management skills/relationships
- For personal growth
- Other \_\_\_\_\_

2. Outcomes I would like to see based on taking this course are:  
*(for example: to write clear, concise, meaningful reports)*

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3. These outcomes will be measured by:

*(for example: my supervisor / colleague, a critique, customer feedback)*

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4. Other courses I will need to complete my knowledge base are:

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5. My study plan for this course is: *(for example: to set aside Tuesdays at 10:00 AM)*

Study Plan	
Signature: _____	Date: _____

*Note: (If using milestones for this course, include the event and date, such as "complete lessons 1-5 within two weeks of the approved timeframe of June 6-20").*