

Sample of action verbs to use when considering Learning Objectives

1. **Knowledge:** arrange, cite, communicate, define, duplicate, give, label, list, memorize, name, order, provide, quote, recall, recognize, relate, remember, repeat, reproduce, state
2. **Comprehension:** allocate, assign, classify, describe, designate, discuss, explain, express, identify, indicate, locate, match, paraphrase, recognize, report, restate, review, select, sort, tell, translate
3. **Application:** apply, chart, choose, demonstrate, distribute, document, dramatize, employ, execute, illustrate, implement, interpret, operate, order, perform, practice, present, produce, record, schedule, sketch, solve, train, use
4. **Analysis:** analyze, appraise, calculate, categorize, compare, contrast, criticize, determine, diagram, differentiate, discriminate, distinguish, examine, experiment, inventory, investigate, question, survey, test, verify
5. **Synthesis:** arrange, assemble, collect, compose, compute, conduct, construct, control, coordinate, create, design, develop, devise, discover, establish, extend, find, formulate, generate, integrate, invent, manage, organize, plan, prepare, propose, set up, synthesize, write
6. **Evaluation:** appraise, argue, assess, attach, choose, compare, conclude, critique, decide, deduce, defend, derive, diagnose, estimate, evaluate, judge, manage, measure, monitor, negotiate, predict, prescribe, rate, recommend, score, select, support, theorize, troubleshoot, value, hypothesize, infer, interpret

10 important lessons for effective classroom presentations

1. Don't talk at students. Involve them.
2. Encourage positive group dynamics. Reform and move students into groups as needed.
3. Allow students to discover data for themselves.
4. Ask students to keep an action or idea list, and revisit it throughout the session.
5. Learning is directly proportionate to the amount of fun you have.
6. Change the pace. Listening with retention only lasts about 20 minutes at a time.
7. Design your class so participants leave impressed with themselves and what they learned.
8. Allow adults learners to use their expertise by leaving time to share experiences.
9. Don't offer material only one way. Recognize your participants will learn differently.
10. Teach the things you have a passion for

*Seven is the maximum number of ideas, facts or issues that students can actively focus on at one time. The number of items recalled will decrease as complexity of information increases. (Miller 1965)

The [Teaching and Learning Center](#) provides helpful information for faculty. Check out their webpage.