WORKSHEET 2:
GOALS, GENERAL OBJECTIVES AND COMPETENCES

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Materials:
- Results from Needs Analysis: target needs and situational constraints
- Decisions about approaches: education, language and learning

Procedure:

1. Carefully study the results of your needs analysis. Make a synoptic table in which you summarize the main points with reference to target needs and situational constraints

Target needs	Situational constraints

2. Take the main points of your target needs analysis, as specified in your table and compare them with your decisions on approaches.

Target needs	Approaches
	Approach to education: Approach to language: Approach to learning:

3. By combining information about Target Needs with what you know about the implications of the approaches you have chosen, make out a first draft of what you consider your course goals should be. Remember to think about the three types of goal - target, learning and human – and to express your goals using nouns which describe knowledge, skills or processes.

Target needs	Goals
	Target: Learning: Human:

4. Now, take the draft goals from this last table and compare them with the main points of your situational constraints.

Goals	Situational constraints
Target: Learning: Human:	

5. If any of your goals is evidently impossible to achieve in your situation, then you must eliminate or modify it in order to make sure that all the goals specified are practicable. Make out a second draft of your goals.

Goals (Second draft)
Target:
Learning:
Human:

6. On the basis of your second draft of goals, make out your first draft of general objectives. Remember that the general objectives should be directly related to the goals, but expressed in terms of the behaviour which you hope to observe in your students and which provide indicators that the goals are being achieved. Each goal should be realized through one or two general objectives.

Goals	General objectives
Target:	
Learning:	
Human:	

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7. Finally, consider what type of know-how your students will need to develop in order to carry out the behaviour specified in the objectives and thus achieve the goals. This will allow you to specify the competences you will be working with. Remember that these should be specified using descriptors or propositions. If you have difficulty, refer to the examples in section 6.5 to help you.

Goals	General objectives	Competences
Target:		
Learning:		
Human:		