

8-1-2013

Setting Project Goals Worksheet

Jesuit Universities Humanitarian Action Network (JUHAN)

Repository Citation

Jesuit Universities Humanitarian Action Network (JUHAN), "Setting Project Goals Worksheet" (2013). *Enduring Questions - Teaching Resources*. 6.

<http://digitalcommons.fairfield.edu/enduringquestions-teachingresources/6>

This Article is brought to you for free and open access by the Phase II Toolkit at DigitalCommons@Fairfield. It has been accepted for inclusion in Enduring Questions - Teaching Resources by an authorized administrator of DigitalCommons@Fairfield. For more information, please contact digitalcommons@fairfield.edu.

Setting Project Goals Worksheet

Collaborative Project in Student Learning:
The Examination of Enduring Questions through Humanitarian Education

The first step in planning your project is to identifying project goals and objectives. Begin with the end in mind –identify your destination, and determine your road map to get there.

Questions to discuss with your team:

- **Why?** why work on this project? Why is it important to your University? Why is it important to your project team?
- **What?** What is the purpose of your project? What need(s) will your project address? What deliverables are expected by the Teagle Foundation? your institution?

Project Rationale / Purpose:

A goal (= project destination) is a broad statement about a desired outcome with one or more specific objectives (= road map; specific actions/steps/tasks that accomplish a goal).

E.g., **Goal:** “create a Humanitarian Studies minor”

Objectives:

- Identify courses that lend themselves to humanitarian topics
- Design courses that focus on Humanitarian Studies.
- Provide JUHAN course design professional development opportunities to faculty
- Create learning communities to explore humanitarian curriculum development.

When setting objectives, consider making them SMART:

- Specific – clear and defined
- Measurable – know when goal or objective is achieved
- Achievable – resources and time is available to accomplish the goals and objectives
- Realistic – aligns with the Teagle project, time frame and institutional goals.
- Time sensitive – deadline associated with goals and objectives.

Note: goals should align your project goals with those of the collaborative Teagle project and your institutional goals.

What are the goals and objectives of your project?

(these can include overarching project goals and desired outcomes; faculty and staff professional development goals; student learning goals).

Project Goal(s)	Project Objective(s)
1)	<ul style="list-style-type: none"> • • • •
2)	<ul style="list-style-type: none"> • • • •
3)	<ul style="list-style-type: none"> • • • •

4)	<ul style="list-style-type: none">••••
5)	<ul style="list-style-type: none">••••