Guidelines for formulating Goals and Objectives
Composing a brief summary of your goals and objectives is essential in giving your preceptorship focus and direction. Additionally, it will help your preceptor gain more understanding of what you hope to accomplish during your placement.

To Begin
Your written goals and objectives should be: 1) typewritten, 2) limited to one page, double spaced, and 3) include your name and the title, “Preceptorship Goals and Objectives” at the top of the page.

Establish your Goals
Write two or three sentences that summarize your overall goals. You may find it helpful to simply answer the question: After coming away from this experience, how do I want to be changed?

To Begin
Start your list with I WILL: (Don’t write I will before each objective. Stating it once at the top is enough.) RCNP believes the following objective is important enough to be included in everyone’s personalized list of objectives. Please start your list with the following objective:
1. Become familiar with the workplace culture, relevant protocols, and staffing patterns at my placement facility.

Follow with your own Objectives
To help get you started, we have provided you with some ideas. Remember to keep your list brief and practical. The longer you make it, the less likely it will be a useful guideline for you and your preceptor to follow.

Subjective findings (History-taking)  Starting IVs, Foley’s, and NGs
Objective findings (Physical Assessment)  Patient education
Giving Report  Interpreting heart rhythms
Practical Use of the NCP  Time Management
Using SBAR  Prioritization
Use of IV Pumps  Interpreting Lab Work
Reporting Findings to Physicians  Use of EHR