**TIPS FOR IDENTIFYING OUTCOMES**

Complete a training program **logic model** to which you want to apply an outcomes-based evaluation.

* To identify outcomes, consider phrases such as: “enhanced …”, “increased …”, “more …”, “new …”, “altered …” etc.
* Seek help and ideas about outcomes from others who have provided similar training programs to yours
* Start with short-term outcomes
  + With short-term outcomes, think 0-6 months  
    -- Imagine your training participants shortly after the training has concluded - what knowledge and skills would you want to see?
* Next, move on to identify intermediate outcomes
  + With intermediate outcomes, think 3-9 months   
    -- Imagine your training participants 3-9 months after leaving the program - what behaviors would you want to see?
* Next, move on to identify long-term outcomes
  + With long-term outcomes, think 6-12 months  
    -- Imagine your training participants 6-12 months after leaving the program - what changes would you prefer to see?
* Now “chain” the short-term, intermediate- and long-term outcomes by applying the following sentence to them:  
  -- "if this short-term occurs, then the intermediate occurs, and if this intermediate occurs, then this long-term occurs -- don't worry about getting it perfect -- trust your intuition
* Identify at least one indicator per outcome (note that sometimes indicators are called “performance standards”)
  + When selecting indicators:  
    -- Include numbers and percent regarding the training participants knowledge and behavior
* If you’ve drafted these outcomes and indicators yourself, get them reviewed by  
  -- Advisory Group or Working Group members, evaluation consultants and/ or a focus group of individuals who represent the group you want to train