



**LEARNING APPLICATION PLAN
 (LAP Form)**

Learner: _____	Office: _____
Title of Intervention: _____	Date: _____
Specific Competency Targets to Develop/Enhance: _____	Conducted: _____

Learning Goals What skills, knowledge and attitudes do I require to achieve competency target? (Must be a SMART objective)	Current Status What level of skills, knowledge and attitudes do I have now with respect to this learning goal?	Learning Strategies How will I reach my learning goal?	Required Resources What resources do I need to achieve this learning goal?	Key Performance Indicators How can I demonstrate to myself and others that I have achieved this learning goal?
<p>Example:</p> <p>Be able to evaluate and analyze data as a reference to policy interpretation and represent result in graph/chart form over the next two (2) months</p>	<p>During the training program, I tabulated and computed data using MS Excel</p>	<ul style="list-style-type: none"> ● Review one office assignment that requires data generation and evaluation ● Work on this assignment by evaluating and analyzing data ● Present the results in an 	<ul style="list-style-type: none"> ● Assignment ● Supervisors to check output and provide feedback ● Computer/laptop 	<p>Supervisor is satisfied with the output generated; if not all, only minimal correction noted</p>

