

## Verifiable vs. Unverifiable Learning Activities - Guidance for Members

Learning activities are activities with significant intellectual or practical content that provide for the development of new or existing competencies in areas that are relevant to a member's overall individual professional responsibilities and growth. Learning activities which result in some product or for which there is some other evidence that the learning activity was undertaken are considered to be "verifiable". "Unverifiable" learning activities are those learning activities which do not result in a product or for which no other evidence of the learning exists. Appropriate learning activities are circumstance-specific and each member requires different professional competencies. Therefore, the choice of relevant learning activities must be considered in the context of each member's own professional responsibilities.

Examples of verifiable learning activities include:

- Participation in courses, conferences and seminars
- Organized employer-based in-house training sessions
- Participation in research or study projects in areas that expand the professional knowledge of the member and that result in publications, presentations, reports or similar documentation
- Participation and work on technical committees or formal study groups
- Published professional writing or academic writing
- Writing technical articles, papers or books
- Teaching a course or CPD session in an area that is relevant to a professional role
- Participation as a speaker in conferences, briefing sessions or discussion groups
- Formal study (leading to a degree or diploma)
- Professional re-examination or formal testing
- Self study involving successful completion of an examination or leading to a designation

Examples of unverifiable learning activities include:

- On-the-job training for new software, systems, procedures or techniques for application in a professional role
- Self study that does not involve an examination or other objective certification of completion, such as conference reference material or self-study CDs
- Casual reading of professional journals or magazines that is not part of research for a specific application in a professional role