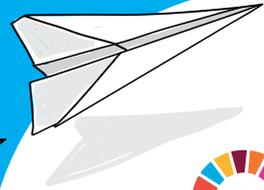


INSPIRING CHANGE THROUGH OUR STORIES MINI COURSE

How to Give & Receive Feedback



How to Give & Receive Feedback

Practicing and improving your presentation is critical to your success. While you can reflect and iterate on your presentation on your own, getting feedback from your students, your colleagues and your family and friends will help your presentation to shine.

The more times you practice and receive feedback the better. Take a look at the Learning Journey Handout to see the recommended model for practicing and iterating. Share this handout along with the Innovation Rubrics and the Presentation Rubrics with those who are going to give you feedback. Reflect on the suggestions below for how to receive feedback as well.



HOW TO GIVE FEEDBACK?

You have been asked to give your teacher, colleague or loved one feedback on their presentation for Schools2030. When giving feedback, it is important to share your thoughts carefully in order to best help the person make their presentation better. You are critical to their success -- they need your best thoughts!

Here are some considerations when giving feedback:

- **Be specific.** Use the **Innovation Rubrics** and the **Presentation Rubrics** to evaluate the presentation based on specific criteria. Give detailed examples of what can be improved.
- **Be kind.** Remember that the person who you are giving feedback has worked hard on their presentation. Be thoughtful about how you deliver the feedback so as not to hurt the person.
- **Be aware.** Be sure you understand how much time the person has to make changes to their presentation. Does the person have a month to iterate? Is the person presenting in 10 minutes? Make your feedback align to that context.

Here are some considerations when giving feedback:

- **I like...** What was good about the presentation?
- **I wish...** What needs to be improved about the presentation?
- **I wonder...** What suggestions do you have to help improve the presentation?

HOW TO RECEIVE FEEDBACK?

Receiving critical feedback can be an unpleasant experience. Sometimes we might even feel frustrated or defensive. We need to remember that receiving critical feedback is a gift -- the person giving you the feedback is trying to help you improve. Learning how to receive critical feedback is an essential skill that can be learned. The better we are able to receive feedback, the more we are able to grow!

Here are some considerations when giving feedback:

- **Be open.** Listen carefully to the feedback you are receiving and be open to everything. Try hard not to respond or explain why you made a certain choice.
- **Be selective.** Use the **Innovation Rubrics** and the **Presentation Rubrics** to reflect on the feedback you received. While you should be open to all the feedback you receive, ultimately you have to decide which feedback you are going to respond to and which you are not. Use the rubrics to help you make those decisions thoughtfully.
- **Be grateful.** Be sure that you thank the person for their time and thoughts. Giving good feedback takes concentration and effort and we want to thank the people in our lives for their help with making your presentation great.

