

10

PRINCIPLES IN GIVING EFFECTIVE FEEDBACK



UNDERSTANDABLE

expressed in a language that people will understand



SELECTIVE

cover 2/3 areas in reasonable detail that the person can actually do something about



SPECIFIC

lose generalisations, feedback must be specific and focused



TIMELY

provided at the moment of need so the person can remember the incident and improve



CONTEXTUALISED

framed with reference to what the intended outcomes should be



NON-JUDGEMENTAL

descriptive rather than evaluative. Focus on the facts



BALANCED

pointing out the positive as well as areas in need of improvement



FORWARD LOOKING

suggesting or pointing to areas of improvement in the future



TRANSFERABLE

focused on outcomes, skills and behaviours that the person can actually do something about

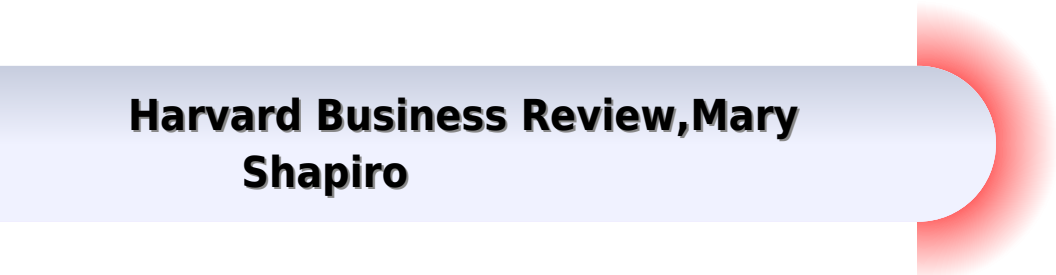


NOT-PERSONAL

don't make it about the person, only on what happened and the outcome

Guide To Giving Effective Feedback

**Harvard Business Review, Mary
Shapiro**



Guide To Giving Effective Feedback:

Giving Effective Feedback Harvard Business Review, 2014 Whether you're dealing with a problem employee or praising the good work of a colleague you need to communicate in a way that promotes positive change in others Giving Effective Feedback quickly walks you through the basics of delivering feedback that gets results including Choosing the right time to talk Engaging in productive dialogue Helping both star and struggling performers Developing a plan for effective follow up Don't have much time Get up to speed fast on the most essential business skills with HBR's 20 Minute Manager series Whether you need a crash course or a brief refresher each book in the series is a concise practical primer that will help you brush up on a key management topic Advice you can quickly read and apply for ambitious professionals and aspiring executives from the most trusted source in business Also available as an ebook *How to Give Effective Feedback to Your Students* Susan M. Brookhart, 2017-03-10 Properly crafted and individually tailored feedback on student work boosts student achievement across subjects and grades In this updated and expanded second edition of her best selling book Susan M Brookhart offers enhanced guidance and three lenses for considering the effectiveness of feedback 1 does it conform to the research 2 does it offer an episode of learning for the student and teacher and 3 does the student use the feedback to extend learning In this comprehensive guide for teachers at all levels you will find information on every aspect of feedback including Strategies to uplift and encourage students to persevere in their work How to formulate and deliver feedback that both assesses learning and extends instruction When and how to use oral written and visual as well as individual group or whole class feedback A concise and updated overview of the research findings on feedback and how they apply to today's classrooms In addition the book is replete with examples of good and bad feedback as well as rubrics that you can use to construct feedback tailored to different learners including successful students struggling students and English language learners The vast majority of students will respond positively to feedback that shows you care about them and their learning Whether you teach young students or teens this book is an invaluable resource for guaranteeing that the feedback you give students is engaging informative and above all effective *Guide to Giving Effective Feedback* Harvard Business Review (Great Britain), 2010 [HBR Guide to Getting the Right Work Done \(HBR Guide Series\)](#) Harvard Business Review, 2012-09-18 IS YOUR WORKLOAD SLOWING YOU AND YOUR CAREER DOWN Your inbox is overflowing You're paralyzed because you have too much to do but don't know where to start Your to do list never seems to get any shorter You leave work exhausted but have little to show for it It's time to learn how to get the right work done In the HBR Guide to Getting the Right Work Done you'll discover how to focus your time and energy where they will yield the greatest reward Not only will you end each day knowing you made progress your improved productivity will also set you apart from the pack Whether you're a new professional or an experienced one this guide will help you Prioritize and stay focused Work less but accomplish more Stop bad habits and develop good ones Break overwhelming projects into manageable pieces Conquer e

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Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations for 2009 United States.

Congress. House. Committee on Appropriations. Subcommittee on Agriculture, Rural Development, Food and Drug Administration, and Related Agencies,2008

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