

How to Give Awesome Feedback



BALANCED VS. ONE-SIDED

A balance of positive and negative feedback is most helpful. If it's too one-sided, it won't help them improve.



DESCRIPTIVE VS. JUDGEMENTAL

Focus on the work, not on the character of the person who did the work.



SPECIFIC VS. VAGUE

Be as specific as possible. Try to make the feedback unique to the person receiving it. Ask yourself: What stood out to you? What worked or didn't work?

EXAMPLES

The images in your presentation helped me to understand your points better. However, there were several typos so make sure you take time to proofread.

RATHER THAN

Your presentation was so awesome! I loved everything about it!

Your third paragraph felt confusing. It was well-written but I'm not sure it proved your point.

RATHER THAN

Your third paragraph made no sense.

The way you answered the questions made it obvious that you really understood the content.

RATHER THAN

You're really good at answering questions.

It seemed that you were struggling when answering questions. Try to think of what people might ask and practice your responses ahead of time.

RATHER THAN

You should take a course on public speaking.

I liked how you made eye contact when you were talking about dog breeds. It made me feel really engaged and excited about your topic.

RATHER THAN

I liked the part about dog breeds.



HELPFUL VS. HURTFUL

Feedback should help build skills, not hurt feelings.



ACTIONABLE VS. INTANGIBLE

Make suggestions that are actually feasible within the time constraints of a course. Ask yourself: Will your suggestions and feedback actually help someone improve?