

Give feedback

To:

From:

1. What I see (not what I assume):

2. How that makes me feel:

Tips:

Celebrate other's successes. Offer help. Be honest.

Ask for feedback

To:

From:

1. How do you feel about (insert something here)?

2. What do you think about it?

3. How do you think I can improve?

Tips for Immediate Feedback

To maintain our standards,
always.

Don't wait, address the issue
right now.

Focus on what is.

Express how you feel.

Keep it short. Long conversations
are for debriefs.

Model the behavior you want to
see in others.