

DISCUSSION GUIDE

CLASS: HOW TO GIVE FEEDBACK

Use these questions in team meetings with your direct reports to facilitate a discussion on the topic. Everyone will need to watch the class in advance. As the facilitator you may also need to have a copy of Elevate's Confident Communication Model and Elevate's No Drama Feedback Model to show the group, both of which can be downloaded from the class curriculum on our website. This is by no means an exhaustive list of questions and you don't have to ask every one of these to have a great discussion!

DISCUSSION QUESTIONS

1 Self Reflection Questions

- Why is giving people feedback so hard?
- What was your biggest takeaway from the class?
- On Elevate's Confident Communication Model (at 06:10 in the class) where do you find you tend to land the most often when giving feedback?
- What can you do to help you feel more confident about delivering feedback?

2 Team Behavior Questions

- How can we foster a culture of giving and receiving feedback as a team?
- How can we make it easier to deliver feedback to our peers?
- How can we make sure we are being open to receiving feedback, not just from our direct reports but also from the wider org? What channels exist today?

3 Commitments

- What are your personal action items as a result of this class and discussion? Make sure you write those down.
- What do we want to do as a team and who's taking responsibility for that action?
- What can we do as a group to keep each other accountable for giving high quality feedback to people on the right things at the right time?

**HAVE QUESTIONS OR NEED HELP
WITH YOUR DISCUSSION?**

Email

hello@elevateleadership.com