

# GIVING FEEDBACK

IS PROGRESS.  
BUILDS TRUST.

TAKES RESPECT AND COURAGE.  
HELPS OUR TEAM STAY ALIGNED.

**WHY** we give feedback

Our team deserves it

**WHEN** we give feedback

Often

**HOW** we give feedback

## Option 1

Describe the...

**EVENT:** Setting or circumstance

**ACTION:** What they did

**RESULT:** How others/the goal were impacted by their actions

## Option 2

Discuss what to...

**START** doing

**STOP** doing

**CONTINUE** doing

**TIP:** A little courtesy goes a long way—ask if they're up for feedback first.