How to Give Useful Feedback

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Evaluate Your Performance
Self Evaluation

Sample Prompts

- How many assignments did you complete on time?
- How much time (on average) did you spend on course work each week?
- How attentive and engaged were you during class time?
- Did I work as hard as I could have?
- Did I set and maintain high standards for myself?
- Did I spend enough time to do quality work?
- Did I regulate my procrastination, distractions, and temptations in order to complete my work?
- Did I make good use of available resources?
- Did I ask questions if I needed help?
- Did I review and re-review my work for possible errors?
- Did I examine best practices for similar work?
- Am I proud of my work?
- What is one thing I learned in this course?
Evaluate Your Instructor
Effective Feedback

• State the assessment and support it.
  - Positive
    o ___Instructor’s name___ is great!
    o ___Instructor’s name___ is great because she comes to class prepared and answers questions very effectively!
  - Negative
    o The class sucks!
    o This class could be improved. For example, the content in this class is so important, we could meet for two hours instead of one each week!

Source: Dr. Rachel Kajfez
Effective Feedback

• Focus on what is important and relevant.
  - Positive
    o I love Rachel’s COE jacket!
    o The class is structured in such a way that we are encouraged to share our perspective and support our peers.
  - Negative
    o I hated the blue paper my syllabus was printed on.
    o The Lab Chart Assignment did not accomplish what was intended. Next time, I’d suggest that a specific topic was given for the comparison to scope the project.

Source: Dr. Rachel Kajfez
Effective Feedback

• Observable
  o Example of not observable behavior: “They do not know what they are talking about.”
  o Example observable behavior: “They did not provide feedback until two months after the project deadline.”

• Objective
  o Example of subjective comment: “Their voice was very annoying and they were not enthusiastic about the content.”
  o Example of objective comment: ”They expressed that they cared about us by asking each class how we were doing.”

• Free of value judgment
  o What is a value judgment? An assessment of something as good or bad in terms of one’s standards or priorities.

• Unambiguous (Be very specific!)

Source: DiPaola, M. F., n.d.
References


