

Feedback Prep Grid

Want to give high quality feedback every time? Use the LifeLabs Learning Feedback Prep Grid!

| Question (Micro-Yes) Get buy-in Reduce mystery Help them prepare | 2. Behavior Focus on behavior, not person Focus on data, not interpretation No blur words | 3. Impact statementWhy does this matter?Who is affected by it? | 4. Questions Check if they see it the same Joint problem solve Agree to an action plan |
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| EXAMPLE 1: Would you be open to some feedback about that meeting? | I noticed that you announced we have a delay in our schedule before letting me know. | I bring it up because we looked uncoordinated in front of our clients, which can impact their trust. | What do you think? Can we agree to? |
| EXAMPLE 2: Can I share some feedback with you about your presentation? | I really appreciated that you invited folks to participate by going around to hear all of our questions. | I mention it because everyone looked engaged, and we got to address each person's concerns. | How do you think it went? |
| YOUR FEEDBACK: | | | |

LifeLabs Learning is the go-to leadership skills accelerator for 1,000+ innovative companies. We train managers and teams in 'tipping point skills' — small changes that make a big impact on performance and engagement — and help weave them into the fabric of company culture. Our learning experiences are short, fun, science-backed, and immediately practical.