

## **Feedback Prep Grid**

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

<ol> <li>Question (Micro-Yes)</li> <li>Get buy-in</li> <li>Reduce mystery</li> <li>Help them prepare</li> </ol>	<ul> <li>2. Behavior</li> <li>Focus on behavior, not person</li> <li>Focus on data, not interpretation</li> <li>No blur words</li> </ul>	<ul><li>3. Impact statement</li><li>Why does this matter?</li><li>Who is affected by it?</li></ul>	<ul> <li>4. Questions</li> <li>Check if they see it the same</li> <li>Joint problem solve</li> <li>Agree to an action plan</li> </ul>
<b>EXAMPLE 1:</b> 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?
<b>EXAMPLE 2:</b> 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.