

One on One Feedback Exercise

Use this tool to practice exchanging feedback with a partner. This exercise is useful after an event, activity, or process in which two people have been engaged.

Step 1: Establish a goal to express our appreciation of each other's strengths and identify possible opportunities for growth.

Step 2: Set norms for this exercise

- Approach this exercise from a learning mindset (looking for, "What can I learn from my partner's perspective?")
- Share feedback that is specific and based on observation
- Recognize that each of us has our own blind spots and others can help us see those
- Acknowledge that each recipient decides what to do with the feedback they receive
- Ask open-ended, clarifying questions if we don't understand each other
- Express gratitude

Step 3: Appreciations

Purpose: To acknowledge and appreciate your partner's strengths, expertise, skills, improvement, etc. and improve their impact.

Take turns expressing appreciations of your partner, one at a time. (Ex. Partner A shares an appreciation of Partner B, then Partner B shares an appreciation of Partner A, etc.)

Some language you might use could be:

"I appreciated when you..."

"I noticed you...and the impact was..."

"I felt supported when you..."

Step 4: Opportunities

Purpose: To share your perspective on how your partner could grow, improve, etc. in their skills, expertise, and impact.

Take turns offering opportunities for growth to your partner, one and a time.

Some language you might use could be:

"One thing I observed was..."

"One thing I'm wondering about it..."

"One possible area for growth might be..."

Step 5: Closing

Express gratitude to each other for engaging in this feedback loop. If desired, share an action step each of you plan to take as a result of this conversation.