

PROCESSING FEEDBACK REFLECTION

Use this reflection tool to process feedback you have received from someone that brought up strong emotions. When you determine what action you can take based on the feedback, update your strategy bank to reflect your planned action.

What someone said Rewrite the actual feedback here.	How it felt Name your emotion and physical response.	My understanding of this feedback What do you think that person meant?	What about the feedback feels like it might be true? What did you hear that you agree with?	Action I can take based on this feedback How can you share your response and learning with the giver of the feedback?

Source: Adapted from MacDonald, E. B. (2023). Intentional moves: How skillful team leaders impact learning. Corwin Press.