

Week 3

Critique and feedback

Giving and receiving feedback are a very important parts of Learning Circles. This week focuses on building the learners' confidence in turning to the group for help and support, and talking together about what the benefits of critique are and what are good ways to give and receive it.

CHECK-IN (10 MIN)

- Recap last week's plus/delta
- **Stand-up:** what I worked on last week, what I am working on this week, and what I'll need help on.

COURSEWORK (45 MIN)

- While working, ask learners to think of one thing from the course that they would like feedback on (such as a draft of a paper, a mockup of a website, or an updated resume). Tell them that, if they are comfortable, they will share these during the activity today.
- Does everyone seem settled into a routine? If not, spend a little extra time with them.
- If digital skills are still holding any participants back, consider recommending a different course for them.

ACTIVITY: CRITIQUE AND FEEDBACK (30 MIN)

Modeling good feedback and constructive criticism can help make learners more comfortable sharing with one another. If this is something that the learners like, you can incorporate it into future sessions as well. Use a projector if that will help everyone look on together.

- **First:** Introduce the sessions with the following prompt:
 - We all learn from other people, which means that giving and receiving constructive criticism is essential for us to reach our potential. Critical feedback may be awkward sometimes, so there are a few good rules of thumb to follow. First, when you are giving feedback, try to include something positive about your colleague's work, and make your recommendations specific and actionable, so that they know how to address the feedback that you raise. When you are receiving feedback, try to listen with open ears, and remember that we all have each other's best interests at heart. If you feel yourself feeling defensive, try asking a clarifying question rather than assuming the person is attacking your work.
- **Next:** One by one, have learners share their work (either by presenting it verbally or showing it on the projector or a laptop). If learners are looking for feedback on a specific component, they can mention that beforehand.
- **Finally:** If any learners feel particularly distraught about their feedback, help them make a plan for getting back on track during the next Learning Circle.

PLUS/DELTA (5 MIN)

Ask learners to share one thing that went well for them today, and one thing that they would like to change for next week.

FEEDBACK (AFTERWARDS)

Send wrap up email to all the learners including a quick summary of the session, the plus/delta feedback, and anything else you want the learners to remember for next week. Remind learners to bring something to share next week (see Week 4 activity).