

# PROVIDING ESSENTIAL PERFORMANCE FEEDBACK

## Workshop Summary

Employees around the world say they want more feedback. This workshop will train your leaders to provide frequent, honest, and effective feedback to advance high performance while continuing to achieve high levels of engagement in your organization..



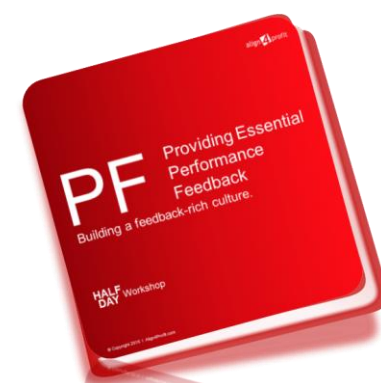
### PRE-WORK

1. Read an article on fast feedback
2. Complete the feedback self-assessment
3. Identify two feedback situations



### HALF-DAY WORKSHOP & PARTICIPANT WORKBOOK

A step-by-step guide, packed with tools, to help participants get the most out of training.



### TOOLS & TEMPLATES

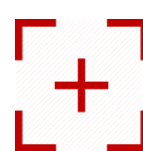
Customizable worksheets, checklists, sample scripts, and templates your managers can start using immediately, post training: Access to our proprietary online tools:

1. Feedback-rich culture template, 2. Dealing with feedback challenges,
3. Preparing employees to receive feedback well, 3. Become better at getting feedback,
4. Continuous feedback process, 4. Diagnosing performance, 5. Preparation sheets,
6. Types of questions



### POST-WORK

- Use the Learning Tool provided to debrief with their manager and team
- Commitment Challenge Template
- Further reading



### OPTIONAL DELIVERY

- Half-or-Full Day Instructor Lead Training
- Face-to-face or Virtual Delivery (Network of 20+ Trainers Globally)
- Highly Customized or Off-the-shelf
- Train-the-Trainer Process Available