

WORKBOOK

THE GIFT OF FEEDBACK

GROW

QUESTIONS



GOALS

- What specific goal or outcome would you like to achieve?
- What is it that you want to accomplish?
- Can you clarify your goal in more detail?
- What would success look like to you in this context?
- Is this goal achievable and realistic?



REALITY

- Where are you now in relation to your goal?
- What is the current situation or reality you are facing?
- Can you describe the challenges or obstacles you're encountering?
- What resources, skills, or strengths do you have that can help you?
- How does the current situation align with or deviate from your goal?



OPTIONS

- What are some possible ways to approach or address the challenges you've identified?
- Can you brainstorm different strategies or solutions?
- Have you encountered similar situations in the past? What worked then?
- What advice would you give to a friend facing a similar challenge?
- Are there any alternative perspectives or viewpoints to consider?



WAY FORWARD

- Which option or strategy resonates most with you?
- What specific steps or actions can you take to move towards your goal?
- When will you take the first step, and what's your timeline?
- How will you measure progress or success along the way?
- What potential obstacles might you encounter, and how can you overcome them?

WRAP UP

What insights or realizations have you gained from this conversation?
How committed are you to taking action based on this discussion?
What support or resources do you need to help you on your path?
When would you like to schedule a follow-up or check-in to review progress?
Is there anything else you'd like to discuss or clarify before we conclude?



SITUATIONS

SITUATION 1 - ACCOUNTABILITY

SONYA HAS RATED HERSELF A 4 (EXCEEDS) YOU RATED (2) NEEDS IMPROVEMENT.

SONYA TENDS TO POINT BLAME QUICKLY AND FIND EXCUSES IF THE RESULTS AREN'T AS EXPECTED.

HOW WILL YOU RATE SONYA

SITUATION 2 - COMMUNICATION

GEORGE HAS BEEN KNOWN TO BE VERY SHORT AND DIRECT IN MEETINGS AND EMAILS. WHAT FEEDBACK/ACTION ITEMS WOULD YOU DISCUSS?

SITUATION 3 – PROBLEM SOLVING

EMMA HAS GREAT BRAIN STORMING ABILITIES AND CAN FIND DIFFERENT SOLUTIONS WHERE YOU HAVE FOUND SHE DOESN'T ALWAYS IMPLEMENT THE SOLUTIONS. WHAT FEEDBACK/ACTION ITEMS WOULD YOU DISCUSS?

LEADERSHIP CIRCLE

This week discuss and detail how collectively you will commit to cultivating a safe Feedback-Friendly Environment at Knak utilizing the tools learned in the session and sharing experiences.

See extra resources on 5 Levels of Leadership on your webpage www.ellabates.com/knak

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