



People Dynamics

Handout 4

Four-Step Effective Feedback Model



Rephrase the following types of feedback by using the four-step model for effective feedback. Improvise information, where required, to fill in the model.

“Please clean up your act Peter, you are disorganised.”

Colleague to Joan:

“Really Joan, your meetings are a rambling and an unfocused waste of time. I’m not going to attend anymore.”

Sipho to Subordinate:

“This is my department and I will run it the way I want to. Don’t tell me how you want things done! Just do it the way I showed you a hundred times before.”
