



HOW TO GIVE FEEDBACK

Discussion Format:

1. The author reads a sentence or two of his/her work and then listens to the discussion.
2. The group summarizes the story the author is telling.
3. They discuss what was good about the piece, what worked for them.
4. They discuss ways the story can be improved, giving specific suggestions.
5. The author is then able to ask the group questions, request more clarification, etc.

Author's Job in Discussing His/Her Work:

1. Listen.
2. Don't explain or defend.
3. Take notes on your copy while the discussion is going on.
4. Take parts of the discussion that are useful and leave the rest.

Reader's Job in Discussing Class Members' Work:

1. Write comments on the pages, what you liked, what you didn't understand, etc.
2. Be specific in your comments, what exactly you liked, what specifically the author can do to improve the piece.
3. Follow the feedback sheet in each discussion.
4. Remember to give useful and constructive feedback. Give comments in the spirit you wish to receive comments from others.
5. Know that you can learn more about writing by editing other people's work than you can imagine.