

May 2022

What ZKHUH WKH\ FDQ DQG VKRXOG LPSURYH

LW PD\ EH QLFH WKDW D VWXGHQW LV DR<sup>3</sup>K DSUG ZRGH HWKH WLPXGH QW\ ZQ  
LQIRUPDWLRQ +RZHYHU GHVFDUEW QD KIBWGLQW XGKHQW BDXV LHV ZRX  
PHDQLQJIXO IHGEDFN

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## What are the features of quality written feedback?

+LJK TXDOLW\ ZUGWFDHGHVHMKEDFNLDWLYH VWUHQQJWKV DQG ZHDNQHVV  
FRQFUHWH H[DPSOHV RI HDFK DV DSSURSULDWH ,W H[SODLQV ORZ RU  
WKR VH PDUNV VR WKH VWXGHQWV SOGHUVWDQGV KRZ WKH\ QHHG W

4XDOLW\ IHGEDFN LV EDVHG RQ REVHUYDEOH EH  
7KH IRFXV VKRXOG EH RQ ZKDW WKH VWXGHQW G  
OLN HJJHVWLRQV IRU LPSURYHPPHQW VKRXOG EH S  
DFWLRQDEOH PDSHFLULW KDW SIRW DVEOH %H VXUH  
GHVFULSWRUV VXFK DV 'SOHDVDQW' RU 'UXGH '  
VR WKH UHGHU FDQ XQGHUVWDQG WKH FLUXPV  
RFFXUUHG DQG KRZ LW DIIHFWHG WKR VH DURXQG

)RUPDOOZ UHGHVDFN VKRXOG IROORZ D FRQYHUVWLRQ EHWZHHQ WKH H  
VXUSULVH WR WKH OHDUQHU ZKHQ WKH\ UHFHLYH LWUHVSRQGHUW  
FRQVWUXFWLYH IHGEDFN DQG RU DQ\ UHPHGLDWLRQ HI

/DVWO\ ZULWWHQ IHGEDFN VKRXOG EH ZULWWHQ LQ D VXSSRUWLYH E  
FRQLQXHG JURZWK DQG SURIHVVLRQDO GHYHORSPPHQW

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## How can I write effective feedback?

%HJLQ WKH SURFHVV ERFN ELWGHQWLI\LQJ WKHLU UHODWLYH VWUHQQJWK  
WKURXJK DQ LQLWLDO UHYLHZ RI WKH VWXGHQW V SHUIRUPDQFH UDWL

1H[W ZULWH RXW GHWDLOHG FRPPHQWV DERXW WKHLU  
VWUHQQJWKV DQG ZHDNQHVHV 3URYLGH HYLGHQFH WR  
VXSSRUW \RXU UDWLQJV \$JDLQ IRFXV RQ REVHUYDEOH  
EHKDYZKDW WKH VWXGHQW GLG RU GLG QRW GR GXULQJ  
WKHLU WLPH ZLWK \RX

&KHFN WR HQVXUH WKDW \RXU QXPULFDO UDWLQJV RI WKHLU  
SHUIRUPDQFH DUNRQDUVWVWLYE LMKIHGEDFN DQG WKDW \RXU IHGEDF  
UDWLQJV WR SURYLGH FRQWH[W WR WKHP ,I QHHG EH DGMXVW \RXU G  
H[DPSOHV RI WKHLU SHUIRUPDQFH

:ULWWHQ IHGEDFN DQXHQGHQRXJK WR ZLWKVWDQG LQGHSHQQHQW UH  
D FOHDU FRQLVWHQW SLFWXUH RI WKH VWXGHQW V SHUIRUPDQFH \$Q  
XQGHUVWDQGLQJ RI ZKDW WKHLU VWXGHQW GLG HDQGLGRWR GR GX

,I \RX KDYH DQ\ TXHVWLRQV DERXW LPSURLQJ \RXU ZULWWHQ IHGEDF  
[HGXFDWLRQ DOBLPSURYHPPHQW#PFZ HGX](#)