

General feedback

Explanation

In this exercise, you'll analyze and process general feedback. The exercise will focus on a knowledge clip or written document that outlines general feedback on the assignment, per rubric section. For each section, you'll identify action points and/or areas for improvement.

In advance

After you've completed your assignment, but before you begin the exercise, it's a good idea to reflect on how the writing went. Answer the following questions below:

- To what extent are you satisfied with your assignment and why?
- What went well about the assignment?
- What did you find difficult and what challenges did you face?
- If you could have talked to an expert while writing, what feedback would you have sought? Try to make your request as specific as possible.

General feedback

The exercise

Step 1: Write down relevant feedback points

In the webcast or document with general feedback, the feedback is always divided into different sections or topics, linked to the rubric sections. Several feedback points are identified for each section.

During the meeting, each section or topic will be viewed in plenary, and after each section, the knowledge clip will be paused briefly. Take some time to review the feedback points mentioned and write down which ones are relevant to you. So, you'll first go through all the steps for the first section. Then, you'll go through all the steps for the second section, and so on.

If you are doing the assignment individually at home, pause the knowledge clip and review the feedback section by section.

After each feedback item, please complete the table below.

Element	Relevant feedback points

The exercise (continued)

Step 2: Write down action points

After you've identified the feedback points that are relevant to your assignment, it's a good idea to immediately write down what you're actually going to do with them to incorporate them into your assignment. Try to formulate these action points as concretely as possible.

[Example: I'm going to highlight all the references I've written in a passive tone of voice, so I can see how many they are. Then I can convert some/all of these passive sentences into active sentences.]

Feedbackpnt	Action point

The exercise (continued)

Step 3: Consult with fellow students

After you have formulated the action points for that feedback component, briefly discuss with your fellow student(s) which feedback points you have selected and which action points you have formulated.

If you are doing this assignment independently, you can of course skip this step.

Repeat steps 1 through 3 for each feedback component or topic.

Step 4: Check if you have any other doubts

After you've processed the feedback, it's a good idea to revisit step 1. In it, you indicated what you still had doubts about in this assignment and what you hoped to receive feedback on. Check whether you've received feedback on those doubts and/or questions. If not, write down below what you'd still like feedback on. You can ask these questions to a fellow student or instructor during a subsequent meeting.