Peer-feedback evaluation

Instructions: Use this template to review the feedback that students provide to their peers. It helps ensure that peer-feedback is constructive, respectful, and useful for improving work. You can use it as a grading tool (if peer-feedback is assessed), as a formative guide, or to give students meta-feedback on how they provide feedback. Adapt as needed for your course and assignment type.

Student giving feedback:

Assignment:

Student receiving feedback:

Date:

For each dimension, mark the level observed and add comments where useful

	Excellent	Good	Average	Weak	N/A
Constructiveness: Does the feedback offer useful suggestions rather than vague praise/criticism?	○	○	○	○	○
Specificity: Are comments concrete, referring to examples in the peer's work?	○	○	○	○	○
Respectfulness: Is the tone professional, supportive, and encouraging?	○	○	○	○	○
Actionability: Does the feedback suggest clear steps for improvement?	○	○	○	○	○
Balance: Does the feedback highlight both strengths and areas for improvement?	○	○	○	○	○
Depth of engagement: Does the feedback go beyond surface-level comments?	○	○	○	○	○

Additional comments:

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Teacher's meta-feedback to student reviewer

Use this section to provide feedback to the student on how they gave feedback. Highlight what they did particularly well (e.g., being specific, balanced, respectful) and point out one or two areas where their peer-feedback could be improved. Keep your comments concise, constructive, and encouraging, so that students see feedback-giving as a skill they can continue to develop.

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_____
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_____
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_____

- **One thing this student did well when giving feedback:**
_____
_____
_____

- **One way they can make their feedback stronger next time:**
_____
_____
_____

Engagement with the evaluation criteria as established in the task brief:

Items to be considered	YES	NO	PARTIALLY	N/A
Did the feedback explicitly mention at least 2 criteria from the brief?	☐	☐	☐	☐
Were the criteria correctly interpreted and applied?	☐	☐	☐	☐
Did the feedback include examples from the peer's work that illustrate the criteria?	☐	☐	☐	☐
Did the feedback explain how the peer's work demonstrates (or falls short of) a specific ILO?	☐	☐	☐	☐
Did the feedback suggest concrete ways to better meet the evaluation criteria in a revision or future assignment?	☐	☐	☐	☐