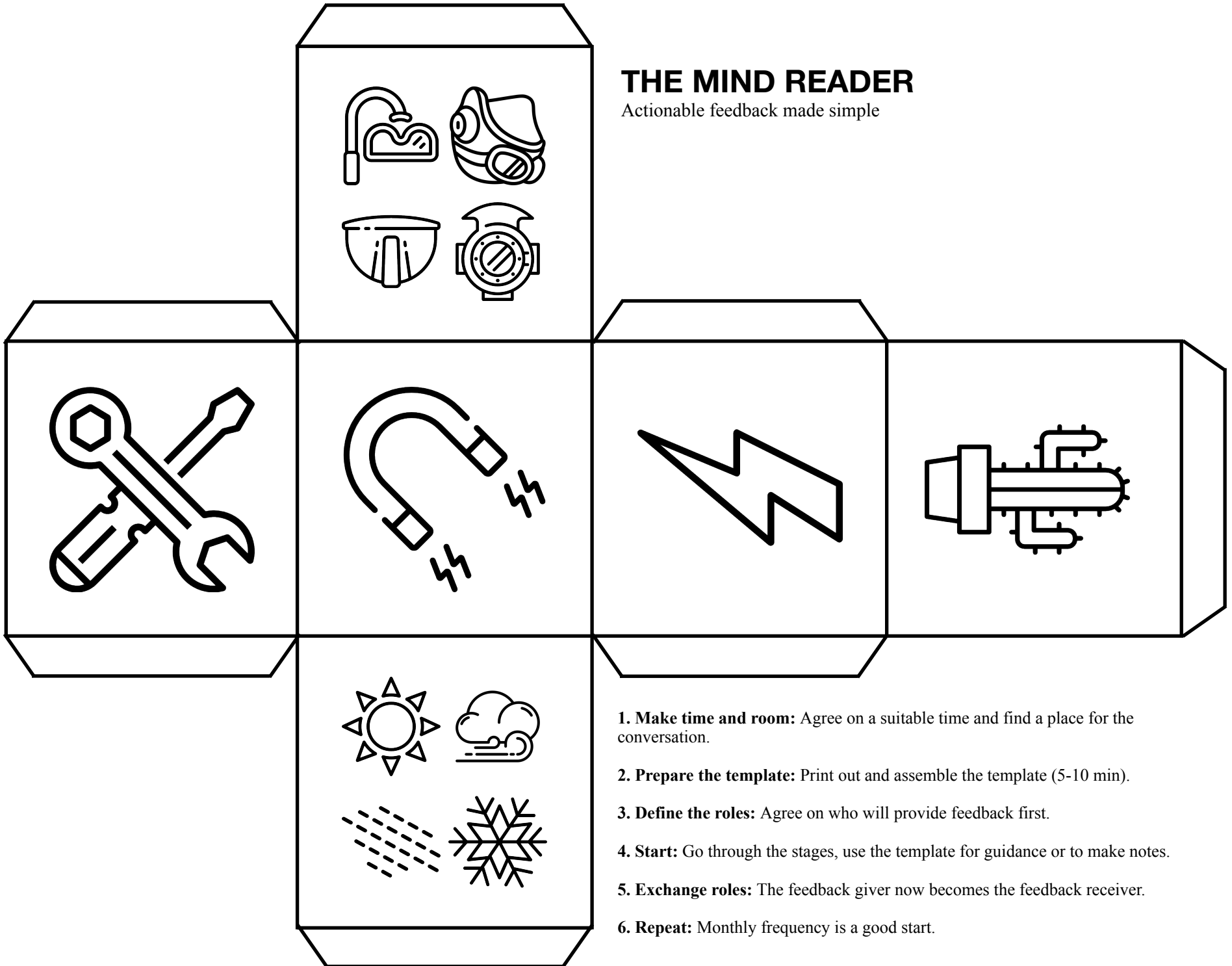


THE MIND READER

Actionable feedback made simple



- 1. Make time and room:** Agree on a suitable time and find a place for the conversation.
- 2. Prepare the template:** Print out and assemble the template (5-10 min).
- 3. Define the roles:** Agree on who will provide feedback first.
- 4. Start:** Go through the stages, use the template for guidance or to make notes.
- 5. Exchange roles:** The feedback giver now becomes the feedback receiver.
- 6. Repeat:** Monthly frequency is a good start.

THE MIND READER

Actionable feedback made simple

Feedback receiver (FR)

Meeting date

Feedback giver (FG)

Stage 1: CONTEXT - by FG and FR

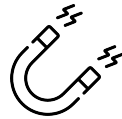


Which advantages and challenges is the team facing?

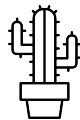


What is the role in the team?

Stage 2: EVALUATION - by the FG



Which behaviours produce results that you would like to replicate?



Which behaviours produce results that you would like to avoid?

Stage 3: ACTION PLAN- by FG and FR



Propose 3 specific actions to replicate a magnet or avoid a cactus with their timeframe:



Which tools are needed to accomplish the plan?

Follow up meeting