

Positive Feedback

- *What is it?*
 - When a manager highlights and describes the specific strengths of an employee
 - Positive feedback differs from positive responses in that it provides specific examples of what the employee did good on to allow for the employee to identify their own strengths.
- *Examples:*
 - Situation & Response:
 - An employee created the PowerPoint presentation for a seminar of new hires in the company. The presentation was engaging and helpful to the new hires.
 - You did a great job on your presentation. I thought your use of graphics was helpful and allowed for the new hires to have a visual representation of the process on which you focused.
 - Situation & Response:
 - An employee receives a phone call from someone that works in a different department. That person on the phone is yelling. To de-escalate the situation, the employee reacts calmly and answers the questions of the person on the phone.
 - You did a great job on the phone with that person. Despite them reacting harshly to you, you remained calm and gave them all of the information they needed.
 - Situation & Response:
 - An employee consistently arrives on time for work and completes all the work planned for that day.
 - You are doing a great job arriving for work, and you never get distracted. You always get your work done on time and efficiently. You spend your time wisely and always remain on task. You are also really organized!

Work Cited

Act for Youth. *Act for Youth Website*, 9 November 2017,
<https://actforyouth.net/resources/supervisors/positive-constructive-feedback.pdf>. Accessed
March 2024.