

<b>Title: How to give and receive effective feedback</b> (learn tools to help you provide feedback to others more effectively and tips on how to seek out feedback from different sources, and on how to manage receiving feedback)	
<b>Overview / Session Description</b>	This workshop will include discussions on the different sources technicians can seek out feedback, what counts as feedback and action planning for seeking feedback after the session. Models and tips for giving and receiving feedback will be provided, and there will be pair and small group exercises to apply the techniques introduced in this workshop.
<b>Audience</b>	Technicians from the 8 MI partner institutions
<b>Duration</b>	<ul style="list-style-type: none"> <li>3 hour online virtual webinar session;</li> <li>A standalone session.</li> </ul>
<b>Session details</b>	<b>Date:</b> throughout 2021 Summer Program <b>Times:</b> 09:30 – 12:30 or 13:00 – 16:00 (AM or PM times)
<b>Session Aim(s) and Objectives</b>	<ul style="list-style-type: none"> <li>To discuss different sources of feedback and what counts as feedback</li> <li>To evaluate what is important when receiving and giving feedback</li> <li>To discuss tips and techniques for receiving feedback well</li> <li>To practice giving and receiving feedback with peers, using a feedback model</li> <li>Provide an opportunity to network (virtually) and have peer and inter-institutional support and learning.</li> </ul>
<b>Key Learning Outcomes</b>	By the end of the session, attendees will have: <ul style="list-style-type: none"> <li>discussed different sources of feedback and what counts as feedback</li> <li>Evaluated what is important when receiving feedback</li> <li>Discussed tips and techniques for receiving feedback well</li> <li>Practiced giving feedback to peers using a feedback model</li> <li>Had an opportunity to network (virtually) and have accessed peer and inter-institutional support and learning.</li> </ul>
<b>Structure of the session and key activities for participants</b>	<ul style="list-style-type: none"> <li>Input, information sessions.</li> <li>Share practice &amp; peer learning opportunity using breakout rooms and worked through scenarios.</li> </ul>
<b>Delivery mode</b>	Online / virtual session using Zoom.
<b>Session requirements</b>	<ul style="list-style-type: none"> <li>Internet access required</li> <li>Computer with mic and camera</li> </ul> Attendees will need access to a computer/ laptop. (The zoom link will be sent prior to the session, therefore you are not required to download the relevant app.)
<b>Pre-work / post-work requirements</b>	<b>Pre-work:</b> There is no pre-work associated with this course <b>Post-work:</b> Complete feedback form
<b>How to book</b>	Through the booking page on the MI TALENT website.
<b>Course facilitator</b>	Various
<b>Related session</b>	Having difficult conversations, Assertiveness, Making the most of your appraisal,