



# constructive feedback

## making most of your performance measurement system

There is a fine line between constructive feedback & negative criticism. Constructive feedback is good for the employee, or anyone you are giving it to.

PMS discussions present an opportunity for managers to strengthen the relationship and inspire employees for enhanced performance in the future. Effective managers learn to master this important skill and reap the enormous benefits of this exercise.

## Contents

- What does a team member expect from PMS
- What does the team leader expect at from PMS
- Why should PMS output be discussed with the team members
- The discussion process
  - How to open the session
  - Giving positive feedback
  - Giving not so positive feedback
  - Critiquing
  - Communicating new targets
  - Closing the session
- Art of listening
- Understanding non-verbal behavior
- Maintaining emotional balance during PMS discussion
- How to handle reactions from team member

## Take Away

On attending this training workshop, the participants will understand skills & techniques for effectively conducting PMS discussions and will be inspired to use learning in workplace.

## Objectives

- Understand the discussion process
- Understand how to provide constructive feedback
- Understand non-verbal queues
- Understand how to effectively handle reactions

## Who should attend?

Middle level, Senior level

## What is the duration?

1 day, 2 days

[choose duration](#)

## Interaction language

Hindi, English, Hindi/ English

## Methodology

- Multimedia Presentation
- Lecture
- Facilitated Discussion
- Group exercise
- Individual exercise
- Study material
- Anecdotes
- Role plays
- Inventory
- Games
- Q & A

To benefit from this training workshop as an organization or, an individual or, a group, please [contact us](#).

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