Career
Coaching • Training

GIVING POSITIVE AND CONSTRUCTIVE FEEDBACK COURSE OUTLINE	
COURSE CONCEPT	Giving feedback is an important part of any relationship. Whether you are giving feedback to a colleague, friend, or family member, it is important to be constructive and positive. When giving feedback, always start with something positive. There are other techniques that are effective and this online course will help you to provide constructive feedback that is accepted not rejected.
AUDIENCE	For individuals who are seeking to improve their interpersonal skills to effectively communicate, interact and work with individuals and groups.
AIMS	The course aims to develop interpersonal communication skills of feedback to develop your relationships at work and in your personal life.
COURSE CONTENT	The course covers the elements of interpersonal communication that include: • The gift of feedback • Formulate for giving feedback • Receiving negative feedback • 360 degree feedback
LEARNING OUTCOME	On completion of the program, you will be able to: • Develop and apply feedback skills to both praise and constructive feedback for corrective action, and when receiving negative feedback
LEARNING ACTIVITIES	The **online** course consists of the theory with a range of interactive activities: • Workplace application • Reflective activities • View video clips with reflections of your learning • Writing an Action Plan to achieve your career goals
DURATION	Self-paced learning, approximately 1 hours
FURTHER INFORMATION	careercoaching.training hello@careercoaching.training