| **Feedback record and reflection***Feedback is golden!* *Make the effort to reflect on it, to use your assignment as a springboard.* |
| --- |
| Date | Module no. |
| Mark | Task/title |
| Was there a gap between the marker's view and yours? If so, what are your thoughts about it? |
| *Your mission is to bridge the gap in awareness between yours and theirs.* |
| How does the feedback leave you feeling? |
| *Accept these feelings, and now try to put them to one side and think strategically about using the clues you've been given to do (even) better next time.* |
| **Main positive comments:** |
|  |
| What did you do that led to these positive outcomes?  |
| *Make sure you build this into your process so you can repeat this success next time.* |
|  |
| **Critical comments (choose the main three):** |
| **Comment 1:**  |
| *Look at examples in your work.* |
| What does the feedback mean? (Try saying it in your own words.) |
|  |
| Which marking criterion/criteria did it impact? |
|  |
| What would it look like if I responded to this feedback? |
|  |
| What might be the reason(s) why I didn't do this? |
|  |
| What do I need to do differently next time? |
|  |

| **Comment 2:**  |
| --- |
| *Look at examples in your work.* |
| What does the feedback mean? (Try saying it in your own words.) |
|  |
| Which marking criterion/criteria did it impact? |
|  |
| What would it look like if I responded to this feedback? |
|  |
| What might be the reason(s) why I didn't do this? |
|  |
| What do I need to do differently next time? |
|  |

| **Comment 3 (copy this box if you want to reflect on more comments):**  |
| --- |
| *Look at examples in your work.* |
| What does the feedback mean? (Try saying it in your own words.) |
|  |
| Which marking criterion/criteria did it impact? |
|  |
| What would it look like if I responded to this feedback? |
|  |
| What might be the reason(s) why I didn't do this? |
|  |
| What do I need to do differently next time? |
|  |

| **ACTION PLAN** |
| --- |
| The orange boxes contain your action points, but don't try to do everything at once! Use this box to set your priorities: think about which of these mistakes has lost you the most marks or causes you the most stress and focus on that first. |
| 1234Now add **all** the action points to your proofreading/editing checklist. |

Centre for Academic Development, 2023