

1. Isn't all feedback the same?

Feedback can generally be defined as: information about reactions to a product, a person's performance of a task, etc. which is used as a basis for improvement. Peer to peer, supervisor to employee, or employee to senior colleague are all different types of feedback channels. While there are strategies used which are universal to all channels of feedback, there are specifics to keep in mind when initiating bottom-up feedback; which would include any feedback an employee gives to a supervisor or employee in a senior position.

Bottom-Up Feedback Tips

Advocate Propose Compromise

3. Components of effective bottom up feedback:

1. Be specific, timely, and provide recent examples. Your supervisor or colleague will want to know what happened specifically. Focus on the event- not the person.
2. Be aware of your non verbal communication. If you are physically closed off, continuously sigh, or roll your eyes the feedback may not be received as intended.
3. Meet privately. No one wants to be embarrassed in front of other colleagues or clients. A private meeting shows respect.
4. Know the difference between a constructive comment and a negative one. Feedback should inherently offer a need or expectation for moving forward.
5. Focus on only one or two things. If feedback is timely, this should be easy. Do not wait six months and tally every issue during that time to tackle in one meeting.
6. When in doubt, ask before you give feedback.

2. First you need to assess: is it feedback or something else?

When considering giving feedback to your supervisor or a senior colleague, it is important to remember to be specific, respectful, and solutions focused. In order to do that, though, you need to get a good idea of what it is you would like to communicate.

Many people approach bottom up feedback when it's too late. Maybe you have felt disrespected consistently for 6 months and you have finally had enough. Maybe you have been reprimanded for the third time in a row when you weren't given clear guidelines to begin with. In these situations, "feedback" is often sought to vent strong emotion: not to find solutions.

In this two minute clip, you will learn when to give feedback and how to avoid being overly critical. If you have time to go into more depth, consider participating in the larger training "Leading Without Formal Authority".

Do you think what you need is actually a place to vent? Lean on distress strategies like journaling or going for a run or talk to a trusted mentor. We all need to work through heavy emotions, especially before we can get to a constructive place. A feedback conversation is not the time for working through raw emotion.

4. Change your perspective on feedback and it will be easier to approach.

Feedback is absolutely essential to the effectiveness of any team and it is vital for thriving workplace relationships. Once you remove the heavy emotion from feedback and look at it as a conversation to move forward more effectively, you will be surprised how easily these conversations may flow.

Need help working through how to give feedback? Check out this clip How to Give Empathetic Feedback from the training Leading with Kindness and Strength!

Need help accessing LinkedIn Learning? View instructions [here](#).