

Last updated: 7/28/20

GIVING FEEDBACK in remote/online settings

REFLECTIVE JOURNAL

Keeping track of your decisions and their outcomes will help you get better at this practice.

Fill the form below each time you use this practice, then review all your notes to notice patterns.

EXAMPLE:

Entry (date/context/lesson): (Summer 2020) EDU497 – reflective journals

Brief description (including prompt used): As each student wrote an individual private journal summarizing key take-aways at the end of each module, the instructor provided individual and private comment to each journal using featured in the class LMS

Key decisions made (mark all those that apply):			
WHEN: <ul style="list-style-type: none"> Advanced (rubrics/models) In-the-moment First draft (before revision) X Final draft (no revisions) 	WHO gives feedback: <ul style="list-style-type: none"> X Teacher Classmates Real audience 	Level of PRIVACY: <ul style="list-style-type: none"> Public & individual Public-collective X Private (student only) Impersonal (ex: models) 	GRADING: <ul style="list-style-type: none"> No grade X Effort grade Grade after revision Grade – no revision allowed

What worked/didn't work and why: Even if the comments were shorts, students seem to appreciate them a lot

What you may want to do differently next time: No change

Entry (date/context/lesson):

Brief description (including prompt used):

Key decisions made (mark all those that apply):			
WHEN: <ul style="list-style-type: none"> Advanced (rubrics/models) In-the-moment First draft (before revision) Final draft (no revisions) 	WHO gives feedback: <ul style="list-style-type: none"> Teacher Classmates Real audience 	Level of PRIVACY: <ul style="list-style-type: none"> Public & individual Public-collective Private (student only) Impersonal (ex: models) 	GRADING: <ul style="list-style-type: none"> No grade Effort grade Grade after revision Grade – no revision allowed

What worked/didn't work and why:

What you may want to do differently next time:

Entry (date/context/lesson):

Brief description (including prompt used):

Key decisions made (mark all those that apply):

WHEN:	WHO gives feedback:	Level of PRIVACY:	GRADING:
<ul style="list-style-type: none"> • <i>Advanced</i> (rubrics/models) • <i>In-the-moment</i> • <i>First draft</i> (before revision) • <i>Final draft</i> (no revisions) 	<ul style="list-style-type: none"> • <i>Teacher</i> • <i>Classmates</i> • <i>Real audience</i> 	<ul style="list-style-type: none"> • <i>Public & individual</i> • <i>Public-collective</i> • <i>Private</i> (student only) • <i>Impersonal</i> (ex: models) 	<ul style="list-style-type: none"> • <i>No grade</i> • <i>Effort grade</i> • <i>Grade after revision</i> • <i>Grade – no revision allowed</i>

What worked/didn't work and why:

What you may want to do differently next time:

Entry (date/context/lesson):

Brief description (including prompt used):

Key decisions made (mark all those that apply):

WHEN:	WHO gives feedback:	Level of PRIVACY:	GRADING:
<ul style="list-style-type: none"> • <i>Advanced</i> (rubrics/models) • <i>In-the-moment</i> • <i>First draft</i> (before revision) • <i>Final draft</i> (no revisions) 	<ul style="list-style-type: none"> • <i>Teacher</i> • <i>Classmates</i> • <i>Real audience</i> • 	<ul style="list-style-type: none"> • <i>Public & individual</i> • <i>Public-collective</i> • <i>Private</i> (student only) • <i>Impersonal</i> (ex: models) 	<ul style="list-style-type: none"> • <i>No grade</i> • <i>Effort grade</i> • <i>Grade after revision</i> • <i>Grade – no revision allowed</i>

What worked/didn't work and why:

What you may want to do differently next time:

(Keep copying this form as many times as needed)

Overall comments/ observations: