### Descriptive Feedback Planning Guide

#### Ice Breaker
- What new project/in-service/seminar do you have to plan?
- Tell me about your next project/lesson/class you have coming up?
- Have you thought about your next instructional journey?

#### Mirror and Match
Establish immediate rapport: Voice Posture Gesture Breathing

#### Avoid
- Inquisitive, Prying
- Personal Autobiographical
- Giving Solutions

#### Indicators of/for Success
- How will you know you are successful? (cognitive, affective, product)
- What will your evidence of success look/sound like?
- What other data/products/artifacts will you collect to support your belief/thinking?
- What do you expect the data to reveal?
- How will you assess the work?
- By what criteria?

#### Reflections
- How will your strategies/techniques reflect best practices?
- What do you want to focus on during your presentation? How might you know you're doing it?
- What do you want to do well during this lesson/meeting/presentation?

#### Wait Time to Think
<table>
<thead>
<tr>
<th>Visual</th>
<th>Visual</th>
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<tbody>
<tr>
<td>Construct</td>
<td>Recall</td>
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<tr>
<td>Auditory</td>
<td>Auditory</td>
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<tr>
<td>Construct</td>
<td>Recall</td>
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<tr>
<td>Kinesthetic</td>
<td>Internal</td>
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<td>or Emotive</td>
<td>Dialogue</td>
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<td>or</td>
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<td>Self-Talk</td>
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#### Instructional Strategies
- What are some strategies/activities you’ve considered to use?
- What are some techniques/strategies you’ve used before that have been successful with this group?
- What method will you use to present information?
- In what sequence will you use your strategies/activities/methods?

#### Paraphrase
- Clarify - “You’re wondering/thinking/hoping that…; I understand you to say…”
- Organize - “On the one hand…; You’re suggesting…; Would you say more about that?”
- Synthesize - “So a strong belief for you is…; If you had the resources you would…”

#### Desired Results
- What is your audience expected to know and do as a result of the lesson?
- What are your outcomes/objectives/purpose/standards?
- What do you want them to take away?
**Summarize**

Identify, Retrieve, Name, Outline, Conclude, Review, Generalize, Relate, Lay-out

- How do you think/feel it went?
- Were there any surprises for you?
- What do you feel they will remember?
- What were your impressions of the work accomplished?
- What did you learn?

**Feedback**

- Wait Time
- Mirror/Match
- Paraphrase
- Probe
- Inquire

**Avoid**

- Inquisitive, Prying
- Personal Autobiographical
- Giving Solutions

**I noticed…**

(Avoid making suggestions)

Compare, Categorize, Distinguish, Evaluate, Sort, Conclude, Relate, Infer, Produce, Empathize, Apprise

- What results did your choice of strategies have on the outcomes you wanted?
- What do you feel caused…?
- What was the turning point…?
- What do you think happen when…?
- Do you believe…?
- How will you know the strategies were effective?
- What criteria will you use to evaluate your results?
- How does the data compare with your recollections?

**I wonder…**

(Avoid making suggestions)

Formulate, Forecast, Experiment, Construct, Generate, Elaborate, Connect, Project

- What understanding(s) do you want to take away from this lesson?
- What do you want to pay close attention to in the future?
- What do you see as other possible outcomes?
- Is there a better solution to…?
- What would happen if…?
- How effective are…?
- As you review the data, what would you recommend to change for the next time?
- What will you do next?

**Next Steps**

(Demonstrate)

Plan, Design, Project, Speculate, Envision

- If you do this again, what will you do the same? Differently?
- How does the data you collected help you plan your next steps?
- What are some questions you are asking yourself?