

## How to Help Your Mentee Get Better at Feedback

Feedback Component	Suggestions for Mentees
Ask for feedback	<p>Be proactive about getting feedback from you. Be specific and descriptive in asking for feedback. Make sure that the request for feedback is clear and understandable.</p>
Receive feedback	<p>Be focused. Listen and really hear. Ask questions for clarification. Acknowledge differing points of view.</p>
Accept feedback	<p>Take time to digest the feedback. Think about the positive messages heard. Reflect on surprising messages. Catch yourself being defensive. Discuss your insights.</p>
Act on feedback	<p>Focus on your goals and priorities. Develop an action plan. Communicate your plan. Check in with yourself periodically to determine how you are doing. Continuously look for ways to integrate what you've learned from the feedback you received. Catch yourself moving forward.</p>