

Feedback - FAQ

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What is continual feedback?

A process where feedback is gathered from your peers, colleagues and manager, as well as a self-evaluation, on a regular basis. This gives you valuable insight into how others see you and the opportunity to discuss this with your manager.

Who can request feedback?

Talent can request feedback on themselves

Managers can request feedback on members of their team

Who can give feedback?

Anyone who is an Open Blend user can give feedback.

Are responses anonymous?

Feedback is not anonymous.

Transparency, trust and rapport are vital in Open Blend. Transparency encourages constructive and actionable feedback.

Who can view feedback?

All feedback can be viewed by the individual themselves, and by their manager.

When can feedback be viewed?

All feedback will be released to both talent and managers on the feedback deadline. Viewing this feedback enables both parties to prepare for discussions in a session.

Where do you view feedback outside of a session?

Individuals view feedback on themselves in 'My profile' and click on the feedback panel.

Managers can see feedback on their team in their 'Team Dashboard', then click on the individuals name, and

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What does the feedback look like?

You will be asked 2 simple questions on the person you are giving feedback for:

What is the individual doing well?

Where does the individual need support?

How does feedback sit in Open Blend?

Recognition

- Recognition from peers, and your manager helps build stronger teams, build relationships and increase confidence

Support

- Feedback sessions will help identify where talent need support, and feed into:
 - Their objectives - Feedback will help establish developmental and learning objectives.
 - Their Blend – feedback will often correlate with Blend elements, helping to identify relevant actions

How do I request 360 feedback for myself?

1. Select 'My profile' on the welcome screen
2. On the feedback panel click on 'Request feedback'
3. Select if the feedback is specific to a project/ behaviour/value etc or general feedback
4. Select who you would like to request feedback from.
5. Choose a deadline for the feedback
6. View your summary and send the feedback requests

How do I request 360 feedback for one of my team?

1. Select 'My Team' on the welcome screen
2. On your team dashboard find the member of your team and click 'request feedback' in the right hand column.
3. Select if the feedback is specific to a project/ behaviour/value etc or just general feedback
4. Select who you would like to request feedback from.
5. Choose a deadline for the feedback
6. View your summary and send the feedback requests

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How should we discuss the feedback?

All feedback can be discussed in sessions. This enables recognition and open, honest, solution-based conversations. Sessions enable feedback to be discussed and collaborative actions and objectives to be discussed.

Discussing feedback in a session?

Within a session talent and managers will review feedback on where talent are 'doing well' and where they 'need support'

- 'Doing well' – when discussing 'doing well' feedback suggested discussion points will appear to help re enforce positive feedback, ensure it is maintained, and establish any objectives or actions.
- 'Needs support' – when discussing 'needs support' feedback the GROW model helps establish the Goal, Reality, Options and Way forward. They can then create relevant actions and objectives.