

Feedback is the breakfast of champions, giving presenters the insight that will allow them to be confident, heard and inspiring when they step up to speak. The key is to give feedback in a way that will allow it to be truly helpful. By following the **S.M.A.R.T.** principles you will ensure the feedback you give is constructive.

### **Sincere.**

Before you give anyone constructive feedback, be sure to check in with yourself to see if your intention is truly to be helpful to the person. It can be easy to fall into the trap of giving someone feedback to make ourselves look good. If your intention is to sincerely help the presenter, there is a much greater likelihood of it being constructive feedback

**Motivational.** Give encouragement whenever possible. Let the person know what they are doing right and encourage them with constructive feedback on how to enhance their presentation.

### **Actionable.**

Make sure any feedback you give is something that the person can do something about. For example, to tell someone the presentation was boring is not actionable -- It doesn't identify what about the presentation makes it boring. An example of actionable feedback would be, "the purpose of the presentation was not clear to me. Can you share with me the purpose of your presentation in one simple sentence?"

### **Relevant.**

Let the speaker know what he/she is doing that "works" and what they can do differently that will improve their presentation. For example, instead of saying "you need more eye contact", say "you mostly looked to the right-hand side of the room-- be sure to include the entire audience with your eye contact".

### **Timely.**

Provide feedback that can be addressed in the time allotted. If the person only has a short period of time before the presentation, provide feedback that can be quickly and easily implemented. This will both improve the overall effectiveness of the presentation as well as boost confidence.