**Assignment:**

**Giving and receiving feedback at work**

1. Watch 2 videos on the topic and **make notes** (bullet points/key takeaways) on each video.

<https://www.youtube.com/watch?v=aVPu_eqRSZo>

<https://www.youtube.com/watch?v=cpfSf-ReGqE>

1. Find **material** (article, video, podcast, or presentation) on: "How to give/request feedback at work."
2. Share it in the group chat for everyone to review.
3. Prepare a **2-minute presentation** to highlight 3 key tips for effective feedback. (write 1-2 key phrases on the board)
4. Prepare a **3-5 minute role-play** based on workplace feedback (e.g., manager-employee, peer-to-peer). Follow these steps:

* choose a scenario (e.g., performance review, project feedback, missing a deadline)
* define roles
* outline the dialogue (key points, not word-for-word!).
* practice naturally (no reading from notes during the performance!)