



Giving Effective Feedback (HBR 20-Minute Manager Series)

By Harvard Business Review

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Whether you're dealing with a problem employee or praising the good work of a colleague, you need to communicate in a way that promotes positive change in others. ***Giving Effective Feedback*** quickly walks you through the basics of delivering feedback that gets results, including:

- Choosing the right time to talk
- Engaging in productive dialogue
- Helping both star and struggling performers
- Developing a plan for effective follow-up

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