CARE-ing Feedforward Guide Sheet

Connecting, Addressing, Redirecting, Encouraging

Page 1 - Example

Steps	Purpose	Key elements	Example
1 - CONNECT	Assure the learner of her/his personal significance and worth	• Reflect on positive actions • Reference important personal issues • Use *Hello*, *Hi*, *Greetings*, etc. • Reminisce about shared experiences • Use appropriate emojis	Hi there, Julie. You nearly scored a half-court three pointer with this assignment – just like Dirk! (Did you see the Mavs game this week?) 😎
2 - ADDRESS	Focus on specific criticisms in the work submission, good and bad performance	• Assess specific requirements • Note problems and location in the work • Refer to instructions/rubrics • Add details whenever possible	You did a good job with this assignment, covering 8/10 elements (more than required), but there are places where your writing is unclear/confusing (see paragraph 3, sentence 4)
3 - REDIRECT	Make specific recommendations and suggestions for future actions	• *In the future/next assignment …* • Begin with targeted general improvements • Proceed to specific, grade improving ideas • If appropriate, reference instructions	For our next textbook chapter review, carefully proofread and revise before you submit, and consider outlining 9/9 key points highlighted in the instructions (why not attain a perfect grade?).
4 - ENCOURAGE	Share confidence that the learner will attain goals for the future	• Thank in advance for good work to come • Share confidence in learner's success	Congratulations in advance for your next submission and the improvements I know you will make!

Comprehensive Example:

Hi there, Julie. You nearly scored a half-court three pointer with this assignment – just like Dirk! (Did you see the Mavs game this week?) 😎

You did a good job with this assignment, covering 8/10 elements (more than required), but there are places where your writing is unclear/confusing (see paragraph 3, sentence 4).

For our next textbook chapter review, carefully proofread and revise before you submit, and consider outlining 9/9 key points highlighted in the instructions (why not attain a perfect grade?).

Congratulations in advance for your next submission and the improvements I know you will make!

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Elements of Kevin's Story

Kevin's Personal Background Notes
- Computer science major
- Loves soccer – plays weekly
- Has an older sister who completed this course

Evaluation Notes for assignment just completed
- Scored 85% on lab report (1 of 2 in course)
- Introduction and Discussion = strong elements
- Methods/Materials & Statistical Results = weak elements

Next Assignment (lab report 2) goals
- Improve weak areas & maintain strong areas

Include the following elements in your CARE-ing Feedforward:
- ✓ Personal background, connections, shared interests
- ✓ Aspects of completed assignment
- ✓ Assessment points of Kevin's submission
- ✓ Details/Target(s) for next assignment
- ✓ Ideas for encouragement

Compose Kevin's CARE-ing Feedforward

Connect   Address   Redirect   Encourage