

# Course : Feedback, an opportunity to improve practices

*Practical course - 3.5 hours - Ref. 9PR*

*Price : 370 € E.T.*

★★★★☆ 4,1 / 5

A genuine tool for continuous improvement, feedback helps to boost the efficiency and performance of your team and the organization as a whole. It is a real opportunity for exchange and sharing. A 3h30 workshop to help you discover all the details of an REX approach.

## Teaching objectives

At the end of the training, the participant will be able to:

- ✓ Understand what feedback means
- ✓ Understanding the importance of feedback
- ✓ Identify the steps involved in implementing a feedback process

## Intended audience

Project leaders, project teams, managers, project management officers, anyone required to participate in or hold feedback meetings.

## Prerequisites

No special knowledge required.

## Practical details

### Teaching methods

3h30 to discover the feedback approach, its definition, processes, tools and best practices. A complete toolbox for professional use. Creation of mind maps. Group ideation and brainstorming workshops.

## Course schedule

### PARTICIPANTS

Project leaders, project teams, managers, project management officers, anyone required to participate in or hold feedback meetings.

### PREREQUISITES

No special knowledge required.

### TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

### ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

## 1 What is project closure?

- Definition and presentation of the feedback process.
- Feedback and project management.
- Feedback and organization.

### Group discussion

Workshop: creation of a mind map on the different reasons why organizations need to set up a feedback process.

## 2 Why is feedback important?

- Project point of view.
- The organization's point of view.

### Group discussion

Workshop: using an ideation tool to build a feedback process.

## 3 How to implement a feedback process?

- Presentation of the steps and tools involved in the feedback process.
- Facilitate discussion on feedback.
- Best practices.

### Hands-on work

Workshop: using a brainstorming tool, build your organization's feedback process.

### TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

### TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

### ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at [psh-accueil@orsys.fr](mailto:psh-accueil@orsys.fr) to review your request and its feasibility.