Giving & Receiving Feedback: A Survey for Employees

Feedback plays a crucial role in developing talent, teamwork and morale. When done in a constructive and positive manner, giving and receiving feedback allows us to improve, grow and learn. From that standpoint, we want to understand how you prefer to give and receive feedback.

Please circle the response that best describes your feelings about each of the feedback ideas listed below.

	Disagree Strongly	Disagree	Neutral	Agree	Strongly Agree
I prefer to communicate by email	1	2	3	4	5
I prefer to communicate by text	1	2	3	4	5
I prefer to communicate by phone	1	2	3	4	5
I prefer to communicate in person	1	2	3	4	5
I prefer to communicate by Zoom	1	2	3	4	5
I would like to receive feedback on my performance	Never	Sometimes	At the time	Annually	2X a year
I would like my performance reviews to be **in person**	1	2	3	4	5
I would like my performance reviews to be **virtually, phone, other**	1	2	3	4	5
I prefer to have a scheduled meeting regarding feedback or reviews, so I can prepare	1	2	3	4	5
I prefer to have constructive feedback in the morning	1	2	3	4	5
I prefer to have constructive feedback at the end of the workday	1	2	3	4	5
I have a desire to grow and learn in my current role	1	2	3	4	5
I am eager to contribute more than I currently am in my role	1	2	3	4	5
I have a desire to advance from my current role	1	2	3	4	5
It is important to me that management is open to feedback	1	2	3	4	5
I feel management currently is open to feedback, ideas, and my opinions	1	2	3	4	5
It is important to me that my ideas are heard and implemented, when appropriate	1	2	3	4	5

My ideas for better communication at work include:_____

_____

_____

_____

_____

Name: _____

Date: _____

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