

# Feedback Guide

## Six tips on how to get the most out of your feedback

This guide aims to highlight a few tips to help you understand your feedback.

Why should feedback be important to you?

- ◆ Helps to improve your learning development
- ◆ Highlights your strengths and any areas you might need to develop
- ◆ Helps you understand why you achieved a particular mark or grade
- ◆ Helps with improving on your next assignment or exam

Remember it's about self-development, reflection and empowering you to be more successful in your academic studies.

**Union of Students**  
Vice President (Education)



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## Tip One

Think about how and when you engage with your feedback

Make sure to find the right time and location to read your feedback carefully! If you're in a rush, try to read your feedback in more depth later on.

Think about your strengths and weaknesses before reading your feedback and try to make connections.

Make a copy of your feedback so you can reflect on your individual progress throughout the year.



**Always check if you need to discuss your feedback with your lecturers.**

## Tip Two

Make notes from your perspective

### Try to answer

- ◆ What are the key things I did well?
- ◆ What did I learn from my coursework and feedback?
- ◆ How can I relate my feedback to what I already know?
- ◆ Can I apply what I've learnt to my practice?

Remember not to be over critical or compare yourself. It's important to recognise your own efforts! You are unique and we all learn in different ways.



## Tip Three

Discuss your feedback with a tutor

### Ask yourself

- ◆ Do you understand the comments your assessor provided? Are they specific enough or too specific?
- ◆ Challenge yourself as well as staff to get the most out of this process!

Look at your tutor's office hours, drop them an email or book an appointment to clarify any concerns if necessary. They want to work with you to make sure you understand your feedback well!



**As a student you are entitled to feedback on assignments either verbally, written or electronically! Feedback on examinations can be requested from the marking tutor.**

## Tip Four

Create a plan of action!

Creating a plan can help you pull out areas you need to develop. Focus on how you think you can work on those areas, remember we all learn differently.

### The next steps:

- ◆ What should I do to increase my confidence and understanding of the topic?
- ◆ Will further research and reading help?
- ◆ Should I ask others for help (especially peers, someone who's in the same position as me) around feedback and information

Your work will be firstly moderated by an internal assessor followed by an external assessor to make sure the process is fair and consistent with the modules assessment criteria.

## Tip Five

Apply your feedback



### When writing your next assignment

- ◆ Got your action plan? Use it!
- ◆ Re-read the feedback you have and make sure to act on it
- ◆ Outline what the aim/objective of the assessment is
- ◆ What are the expectations of you from your lecturer? (you can find this in your learning outcomes)
- ◆ Refer back to your module handbook!



**Feedback is one of the many tools you can use to enhance your educational development during your time at university.**

## Tip Six

Look after yourself

Your university schedule can get busy and when it does you can easily find yourself with no time to rest and relax.

Talk to your personal tutor about it! Or use your Union of Students' independent advice service:

01332 591507  
[advice@derbyunion.co.uk](mailto:advice@derbyunion.co.uk)  
[derbyunion.co.uk/advice](http://derbyunion.co.uk/advice)

We offer a free, independent and confidential advice service that can help in a range of areas:

Academic Offences	Academic Appeals
Complaints	Disciplinary
Grievances	Exceptional Extenuating Circumstances
Housing	C-Card (Free condoms, dams and lube)

**You are not your mark, it does not define you as a person.** Remember to enjoy your learning process and create your own unique university experience!