

**FIGURE 5.1 FEEDBACK PROTOCOL TOOL**

PROCESS	TIME	PERSON(S)
<p><b>Presentation</b></p> <p>The presenter presents their product draft and requests feedback; the audience listens and takes notes.</p>	2 Minutes	Presenter
<p><b>Clarification</b></p> <p>The audience asks clarifying questions for supporting their feedback; the presenter makes clarifications.</p>	1 Minute	Audience
<p><b>“I Saw . . .”</b></p> <p>The audience shares what they saw in alignment with the performance expectations; the presenter listens.</p>	2 Minutes	Audience
<p><b>“I Wonder . . .”</b></p> <p>The audience shares concerns (lacks follow-through of the performance expectations or needs further development); the presenter listens.</p>	2 Minutes	Audience
<p><b>“Consider using . . .”</b></p> <p>The audience shares ideas and resources for improving the product draft; the presenter listens and may respond.</p>	3 Minutes	Audience
<p><b>Total</b></p>	10 Minutes	

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