**Course Evaluations: Peer Feedback Template**

Use this template to exchange with a colleague and distill the positive comments from teaching evaluations as well as summarizing the critical feedback.

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| # | **Comments**  **from Course Evaluation** | **Themes**  **&**  **Trends** | **Colleague’s**  **Feedback**  **&**  **Comments** | **Solutions**  **&**  **Action Plans** |
| 1 | **Example:**   * Certain assignments were ambiguous. * Lab instructions were at times unclear. | **Example:**   * Unclear directions. | **Example:**   * Clearly communicate the tasks students are expected to complete. | **Example:**   * Provide students with a weekly checklist via Brightspace by D2L. |
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