



FY 2016 Upward Feedback Form

You may use this form to provide feedback about your immediate supervisor to your supervisor's leader. The form asks you a few questions about your supervisor's strengths and areas for growth, and anything else you choose to share. This information will help in the evaluation of your supervisor, as well as appropriate development activities and plans for future growth.

Here are a few points to keep in mind:

- The quality and accuracy of the information resulting from this evaluation depend on your honest feedback.
- You may submit this in a way that is anonymous or not – it is your choice. One suggestion is to print the completed form, put it in an envelope, and place it in the appropriate mail box (i.e., the mail box of your supervisor's leader). Another option is to return the form to your division/school's HR department, who can then redirect the document accordingly.
- Please consider your supervisor's performance across the entire evaluation period rather than focusing only on a few isolated incidents.
- Please only use this form if you are a direct report of the individual you are providing feedback for.

If you have questions about the form or process, please contact Randall Lucius (x28941) or Jonathan Koestler (x75618), Learning & Organizational Development.

Name of person you are providing feedback for:

1. What do you see as your supervisor's greatest strengths? Please consider the [Emory competencies](#) and [behavioral examples](#).

2. What area(s) do you think your supervisor should develop in order to be more effective? Please consider the [Emory competencies](#) and [behavioral examples](#).

3. Are there other comments about your supervisor that you would like to share?