

Tips for receiving negative feedback in a positive way

- **nod** to indicate you have understood what the other person is saying
- **ask questions** if you need them to clarify something, and don't be offended by their answers – try to see the issue from their point of view
- **think** about how you can learn from what they're saying
- **take steps** to improve your own performance, and ask for further advice if you're not sure how to apply the feedback you've been given.