

School of Global Studies

Giving feedback: A guide for faculty

What can students expect?

- ❖ Students can expect feedback on ALL submitted work (assessed and unassessed).
- ❖ Students can expect written **individual** feedback on Canvas/Turnitin or on Sussex Direct, and/or on the scripts (e.g. for unseen exams).
- ❖ Students can expect **generic** feedback – in a lecture, seminar or posted on Sussex Direct or Canvas.
- ❖ Students can expect feedback within **fifteen working days** of the submission deadline in the case of assessed work submitted during term time and in Assessment Block 1; **after the Exam Board** for assessed work submitted in Assessment Block 2; and in good time for them to make use of it for subsequent assignments in the case of unassessed work.
- ❖ Students can expect **additional verbal feedback** from their module tutors, module convenors and academic advisors any time during their Advice and Feedback Hours, or by appointment.
- ❖ Students can expect **constructive feedback** that will:
 - 1) help them understand why a particular mark was given;
 - 2) help them improve their future work;
 - 3) help them write, analyse, present, etc more effectively;
 - 4) help them, more generally, to reflect on their own approach to learning, identify their strengths and weaknesses, and develop their understanding.
- ❖ **What do we aim to deliver?**
- ❖ A consistent practice of providing feedback to students.
- ❖ A feedback week early in the Spring Term to help students to reflect on feedback from the previous term and assessment block, and to encourage them to take feedback to tutors and academic advisors.
- ❖ Enhanced publicity and awareness around feedback through the School web site, a student guide on feedback and posters.
- ❖ Ensuring availability of module convenors in the term after they have taught a module.
- ❖ Enhanced awareness raising during induction, re-induction and academic advising sessions.

- ❖ Prompt return of year 3 work after Assessment Block 1, so that students receive feedback before they complete the NSS.

There is more information about feedback at Sussex on the S3 website:

<http://www.sussex.ac.uk/s3/?id=57>