

# Cheat Sheet vs Feedback

## Written Feedback vs Verbal Feedback – Which is Best?

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### Written Feedback (Best For...)

- **Clarity & Documentation** 
- Complex or detailed instructions
- Performance reviews or formal evaluations
- When employees need time to reflect

 *Pro Tip:* Keep it concise and professional.

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### Verbal Feedback (Best For...)

- **Speed & Tone** 
- Real-time coaching moments
- Building trust through empathy 
- Addressing sensitive or emotional topics

 *Pro Tip:* Pair with active listening for maximum impact.

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### When to Combine Both

- Share verbal feedback first for **connection and clarity** 
  - Follow up with written notes to **document and reinforce** 
  - Use both for projects, promotions, or high-stakes conversations
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### Quick Takeaway

Neither is “better”—the key is **choosing the right method for the situation** to help your team grow, stay motivated, and succeed. 

 Reflect: *When do YOU prefer written vs verbal feedback?*