

# Gambits for Constructive Feedback

As students, and as professionals, you are expected to work with others productively to accomplish tasks. The contexts may vary—academic study groups; group projects for a particular class; committee work; professional project teams; or high-stakes work meetings.

In effective groups, members reach their goals and are satisfied with their experience. They recognize the contributions of all members and share a sense of accomplishment.

In some of these contexts, you can be assertive and take steps to increase your chances of working effectively together. General guidelines follow:

- Know your group members and acknowledge their strengths
- Establish ground rules
- Have a facilitator (even a rotating one)
- Communicate frequently and openly
- Learn strategies to avoid or deal with common group problems

## ➤ Making Suggestions/Giving Advice

May I make a suggestion?

Don't you think . . . ?

Wouldn't you say (agree or think) . . . ?

Wouldn't it be better if . . . ?

Why don't you try . . . ?

You might want to consider . . . .

I need/find/am wondering. . . .

Let's . . . .

Perhaps we could . . . .

Why not . . . ?

How about . . . ?

I suggest that we . . . .

## ➤ Asking for Suggestions/Advice

Do you have any suggestions?

What do you think?

What would you do?

What should I do?

## ➤ Accepting and Rejecting Suggestions/Advice

That's a good point (idea, approach)

Thanks for reminding me.

Yes, why don't we try that?

I want to think about that.

I hadn't thought of that.

That's a good idea but . . . .

That would be great, except . . . .

Yes, but don't forget . . . .

Yes, but keep in mind . . . .

Yes, but consider . . . .

Possibly, but . . . .

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