

Edit feedback sheet

Record time-specific changes with their reason and a clear acceptance check.

WHEN	FOR	UPDATED
During each review round	Editors and clients	2026-10-05

01 Use the working sheet

3 CHECKS

- ☐ Start with a copy of this sheet.
The editable workbook includes instructions, clearly labelled MOCK examples and blank rows for your actual work.
- ☐ Record the source timestamp or recording identifier before writing the decision.
An exact reference lets another reviewer find the same moment rather than guessing which cut you mean.
- ☐ Keep the verification note with the decision.
Close the item only after checking the exported version, not just the edit instructions.

02 Working table

4 OF 8 COLUMNS

Time start seconds	Time end seconds	Requested change	Reason

The Excel version has all 8: Time start seconds, Time end seconds, Requested change, Reason, Acceptance check, Priority, Status, Reviewer. Its rows marked MOCK only show the format.

Next Give feedback without rebuilding the timeline.

Request the change in Studio's chat. Revisions of paid footage use no additional editing minutes.

[Edit this recording in Studio](https://studio2.itskaivalya.com/signup?src=resource-edit-feedback-sheet)

30 free editing minutes when you sign up

<https://studio2.itskaivalya.com/signup?src=resource-edit-feedback-sheet>



SCAN TO OPEN