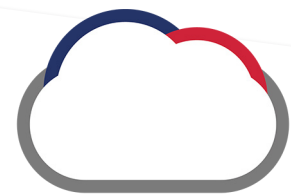


Performance and Objective Management



SuccessExpress

Objective Management

Maintain objectives throughout the year and view objective alignment

Performance Evaluation

Provides functionality for the employee and manager to rate objectives and competencies

Calibration

Used to standardise performance ratings across your company



Performance and Objective Management provides you with the ability to create and **manage your objectives** throughout the year. Additional features such as the **Execution Map** allows you to view and track the **alignment and overall progress** of your objectives and easily **identify any potential gaps**.

A separate performance management document is used to **rate objectives** and request feedback from additional users. **Calibration** is included to ensure standardisation across the company.



What is included

Objective Plan

Allows the employee and manager to easily manage and cascade objectives.

Execution Map

Provides an at-a-glance overview of the alignment of your objectives and the overall status of each objective.

Status Report & Meeting Agenda

Displays a list of your objectives with an indication of your overall progress. This functionality is also used to support regular meetings with your manager.

Performance Evaluation

Guides the employee and manager through various steps whereby objectives and competencies can be rated and feedback provided.

360 Degree Review

Allows the manager to use the independent development tool to receive competency ratings and feedback from anonymous internal and external sources.

Calibration

A separate step in the performance evaluation process whereby a session is created to compare the standards used i.t.o. ratings across the organisation.

Continuous Performance

A tool to facilitate a structured one-on-one meeting that enables the employee to receive regular feedback i.t.o. their daily activities and tasks. The manager can provide coaching advice to help the employee with their develop path.



Benefits

- Objectives can be updated and modified throughout the year and is not limited to a specific step in the performance evaluation process.
- Regular feedback can be provided through the use of the Execution map, Status Report and Meeting Agenda.
- All changes made to objectives in the Objective Plan are automatically updated in the performance document, and visa versa.
- Once the performance evaluation process is completed the ratings are displayed on your Talent Profile.
- The manager can request feedback from another user during the review process.
- Dashboards provide an at-a-glance overview of your entire performance process with drill-down options to see the status on each employee's progress.
- Calibration is used to make sure that the same metrics for rating is used across the entire organisation.
- The calibration session supports the company to achieve an optimum performance distribution.



Implementation timeline

SuccessExpress

For clients who want to enable an “out-of-the- box” baseline solution using best practices and no configuration adjustments.

Implementation time:
2 - 4 weeks