

Tuesday, July 25

10:00am – 12:00pm
Instructor: Janie Breth

DIVISION FOR WORKFORCE AFFAIRS

TRAINND SOUTHEAST

HR Topic:

Performance Appraisals as an Ongoing Process

When done correctly, performance appraisals can be highly useful. But when done wrong they can demoralize employees, frustrate managers and expose an organization to legal risk. Consistent, timely feedback is important because it ensures employees receive feedback when they need it, not after the fact. They can then make changes in real-time, cutting back on lingering mistakes, and growing their skills faster.

LEARN:

- How performance appraisals help managers
- Timely feedback
- Using labels instead of describing behaviors
- Biases
- Dialogue
- When performance leads to discipline