

5 WAYS TO ADD VALUE TO PERFORMANCE APPRAISALS YEAR ROUND



Managers should do these five things all year round to help employees perform better.

1

BE ACCOUNTABLE

Appraisals reflect on the performance of the manager, not the employee. Managers must create conditions that help employees do the best job possible.

2

HELP ALL TEAM MEMBERS

Effective managers increase the number of productive employees by reinforcing collaboration and support among all team members.

3

GET EMPLOYEES INVOLVED

Frequently ask for input and use suggestions and information supplied by all levels. Doing so contributes to high levels of engagement.

4

REINFORCE POSITIVE IMPROVEMENT

Pinpoint what an employee can do to improve performance and provide feedback and frequent positive reinforcement for success.

5

PROMOTE THE SUCCESS OF OTHERS

Managers who take credit for team accomplishments are a liability. Instead, be the kind of manager who finds the greatest joy in the success of others.