

Providing performance assessment to be objective and fair

Reinforcing the good things an individual has done and identifying problem areas

## Providing Performance Feedback

### Purpose

**Providing Performance Feedback** places the focus on logical processes and reasonable commitments. Managers develop the steps required to adjust individual performance: establish performance standards, solicit team member's individual performance evaluation, and establish a summary evaluation that will be clear and credible to the team member.

This program teaches managers a systematic, fact-based approach to performance improvement through quality feedback.

### Objectives

Participants completing **Providing Performance Feedback** will be able to

- Base assessments on facts and behavior.
- Assess performance.
- Use positive performance feedback to encourage self-motivation of team members.
- Encourage team member participation in assessment.
- Gain team member commitment to the change needed to improve performance.
- Gain team member agreement with the assessment.

### The Training

Offered in Classroom, Online, or Blended Formats

Classroom Time: 4 hours, Online Time: 2 hours

Supported by realistic video, PowerPoint and participant workbooks

Leader's Guide plus pre- and post-training tests and applications tools

