

Performance Management System Self-Service Website User Guide





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I. Performance Management Self-Service Website Functionality

Performance Management Website Functionality

The information in this section will assist you in navigating through the Performance Management System Self-Service Website.

A. Login Screen

The Performance Management System can be accessed via the following URL address: <http://prm-solutions.com/prmpms/>.

Login credentials will be provided by a PRM Consulting Group (PRM) representative.

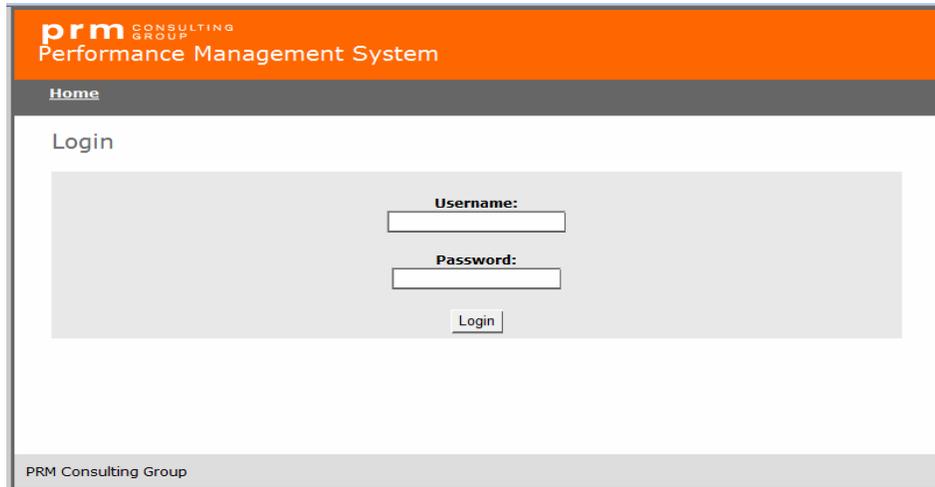
The screenshot shows the login interface of the Performance Management System. At the top, there is an orange header with the PRM Consulting Group logo and the text "Performance Management System". Below the header is a dark grey navigation bar with a "Home" button. The main content area is white and contains the word "Login" at the top. Below this, there is a light grey rectangular box containing three input fields: "Username:" with a text input field, "Password:" with a password input field, and a "Login" button. At the bottom of the page, there is a grey footer with the text "PRM Consulting Group".

Figure 1

NOTE: When navigating the website, you can access the login screen by pressing the *Home* button.

B. Welcome Screen

After you log-in, the “Welcome Message” page will load by default. (Figure 2). The System Administrator can update the content on this screen at any time.

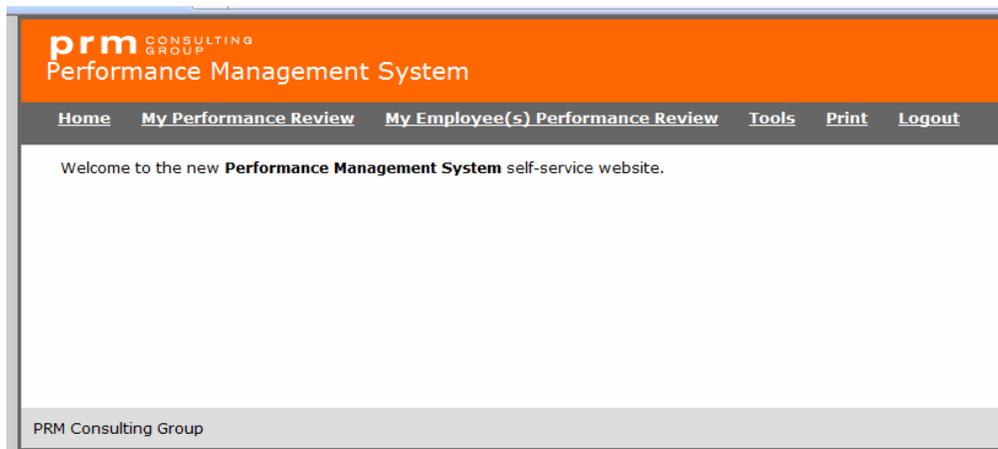
The screenshot shows the welcome screen of the Performance Management System. At the top, there is an orange header with the PRM Consulting Group logo and the text "Performance Management System". Below the header is a dark grey navigation bar with several buttons: "Home", "My Performance Review", "My Employee(s) Performance Review", "Tools", "Print", and "Logout". The main content area is white and contains the text "Welcome to the new Performance Management System self-service website." At the bottom of the page, there is a grey footer with the text "PRM Consulting Group".

Figure 2

Performance Management Website Functionality

C. My Performance Review Screen

You can access all available forms on this screen, which are assigned by the System Administrator, based on the employee's role within the organization. For purposes of the demo website, the following categories are used: Management Staff, Individual Contributor and Administrative/Support Staff. Figure 3 lists the forms that are assigned to an Individual Contributor.

At the beginning of each performance cycle, users can access a blank review form by clicking the appropriate form under the "Available Forms" section.

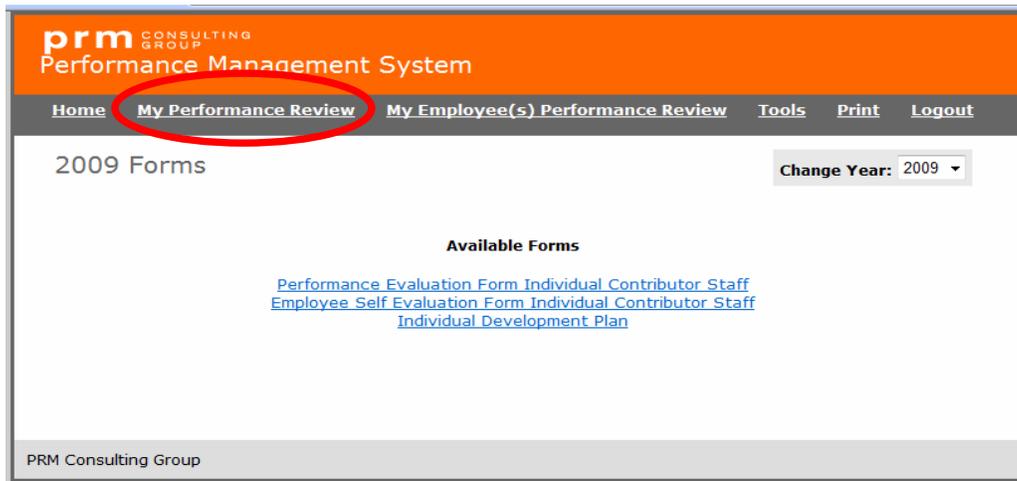


Figure 3

D. My Employee(s) Performance Review Screen

Employees who have subordinates can access their subordinate's evaluation information by clicking the "My Employee(s) Performance Review" tab (see Figure 4). Supervisors also have the ability to view the evaluations of their employees down to the most junior position level. Specifically, a supervisor can "drill down" through his/her chain of command.

The Next Level Supervisor section lists the performance evaluations of employees who receive the highest possible overall performance rating. This function enables the next level of management to review and approve an evaluation, prior to it being shared with the employee.

Performance Management Website Functionality



Figure 4

E. Change Evaluation Year

To view evaluations for other years, you should click the down arrow located in the “Change Year” dropdown box (see Figure 5).

The system will display a confirmation stating that the evaluation year has been changed to the selected year. Click the “Back” link to view forms for the selected year (see Figure 6).

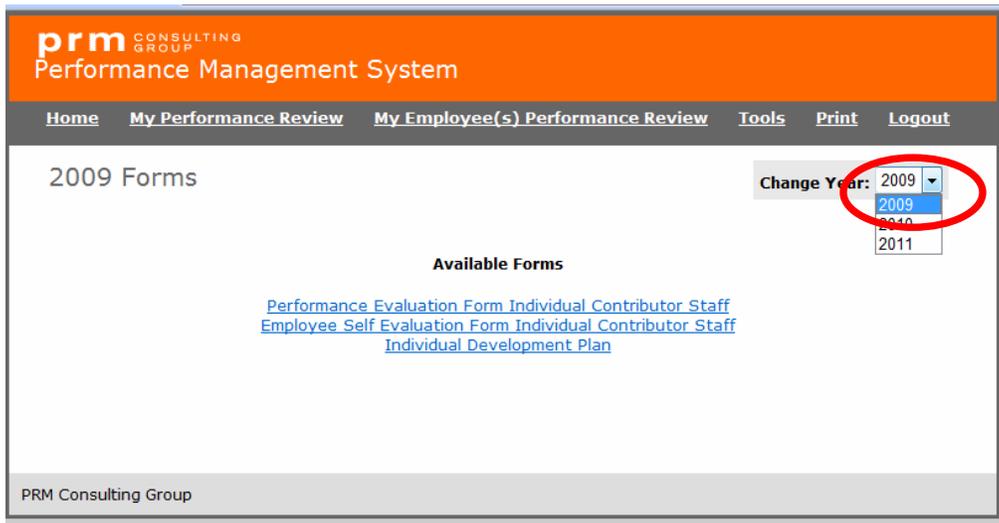


Figure 5

Performance Management Website Functionality

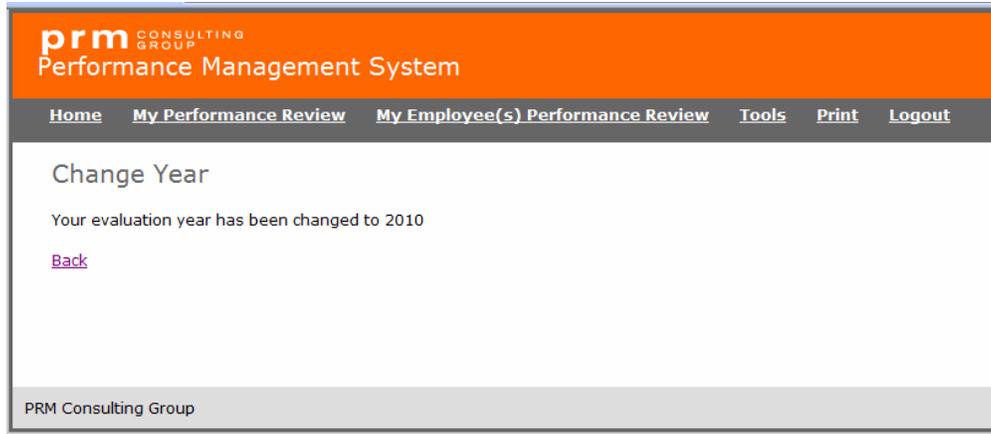


Figure 6

F. System Timeout

Each user session is set to timeout automatically after 60 minutes of inactivity. After 58 minutes you will be alerted that the session will end in 2 minutes (see Figure 7). Once this occurs, you will have two options:

- Click “Ok” and refresh the session or,
- Click “Cancel” to logout immediately.

NOTE: Please be sure to modify your web browser’s pop-up blocker settings, to allow the pop-up alert window to appear from the web application URL:
<http://prm-solutions.com/prmpms/>

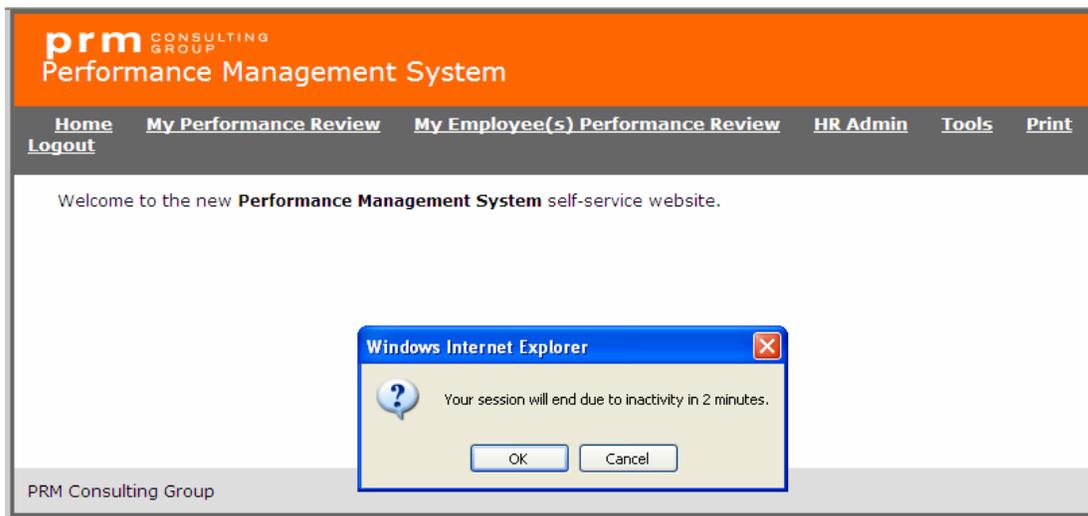


Figure 7

Performance Management Website Functionality

G. Tools

This tab is used to access customized user guides developed by PRM.

H. HR Admin

Information within this tab enables the internal System Administrator to complete the following tasks:

- Assign a new/different manager to an employee's record.
- View all employee performance reviews.
- Update organizational relationships.
- Add or delete employees.
- Edit employee records.
- Grant administrator rights to other users.
- Create new forms based on the existing template.
- Change the overall weighting assigned to objectives and competencies.
- Edit form text.
- Change form names and evaluation year.
- Update the home page message.
- Edit objectives.
- Assign employees to a different form.
- Redeploy closed performance evaluations.

I. Print Friendly Version

This option should be used to print any available forms. The forms will automatically format appropriately once you click the print icon.

II. Using the Performance Management Website

Using the Performance Management Website

A. Accessing the Self-Service Website

To access the performance management self-service website, visit <http://prm-solutions.com/prmpms/>. Your login credentials will be provided by a PRM Consulting Group (PRM) representative.

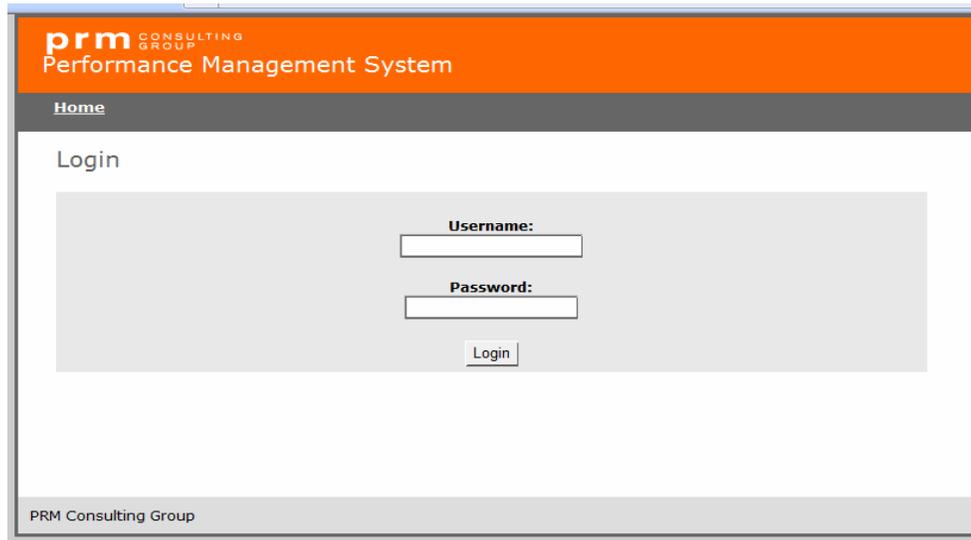
The image shows a screenshot of a web browser displaying the login page for the PRM Consulting Group Performance Management System. The page has an orange header with the PRM logo and the text "Performance Management System". Below the header is a grey navigation bar with the word "Home". The main content area is white and contains the word "Login" at the top. Below "Login" is a grey rectangular box containing three input fields: "Username:", "Password:", and a "Login" button. At the bottom of the page, there is a grey footer with the text "PRM Consulting Group".

Figure 1

B. Accessing Performance Information (*Employee View*):

You can input performance objectives by clicking the “My Performance Review” tab and selecting the Performance Evaluation form (see Figures 2 and 3). You can also use this form to:

- Review the competencies;
- Complete the Individual Development Plan;
- Complete the annual self-evaluation relative to goals and objectives as well as competencies; and
- View the annual performance review once it has been completed by the applicable supervisor.

Using the Performance Management Website

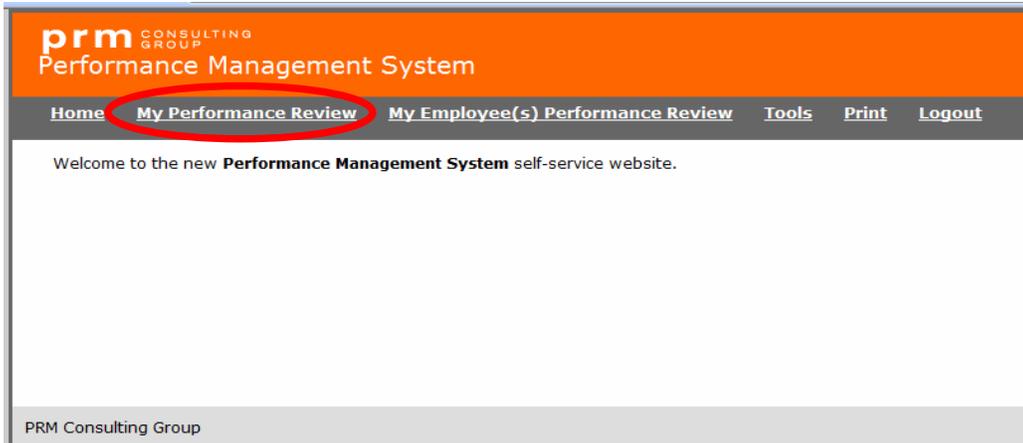


Figure 2

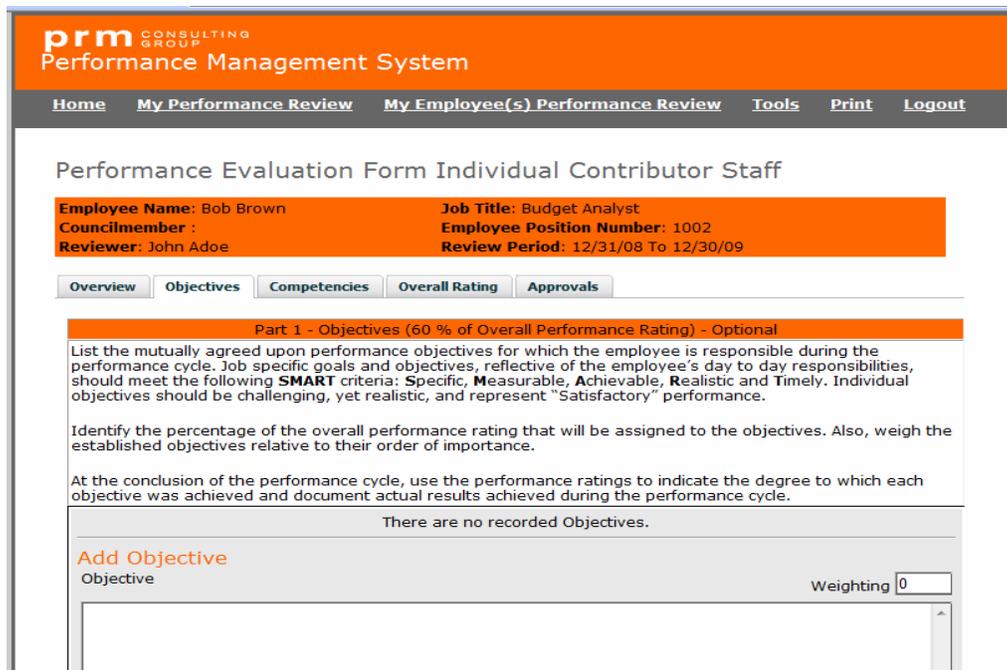


Figure 3

C. Accessing Performance Information (*Supervisor View*)

Supervisors can input an employee's performance objectives and enter the relative weights (e.g., 50%, 30%) for the objectives by clicking the "My Employee(s) Performance Review" tab (see Figure 3). This is the tab that is clicked to complete the employee's mid-year review, individual development plan, annual performance review, as well as performance improvement plan (if needed).

Using the Performance Management Website

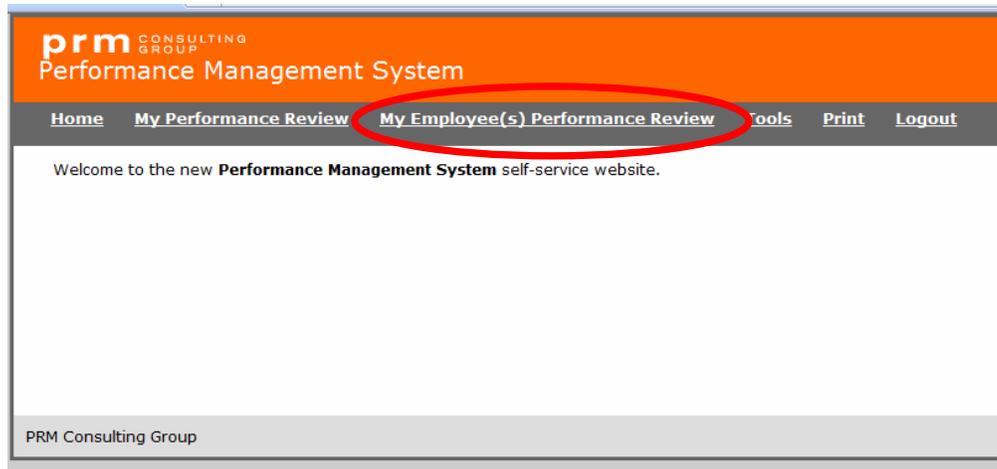


Figure 4

NOTE: Employees have the ability to enter their own performance objectives and the relative weighting for each.

D. Completing an Individual Development Plan

You can access the Individual Development form by clicking the “My Employee(s) Performance Review” tab (see *Accessing Performance Information*) and selecting an employee.

Next, click the Individual Development Plan form and document the employee’s developmental areas, the corresponding action plan, and date (see Figure 5). Then, click the “Supervisor’s Signature” button. This will serve as the official approval of the individual development plan.

NOTE: The “Employee’s Signature” button is clicked by employees to acknowledge they have received and reviewed the development plan.

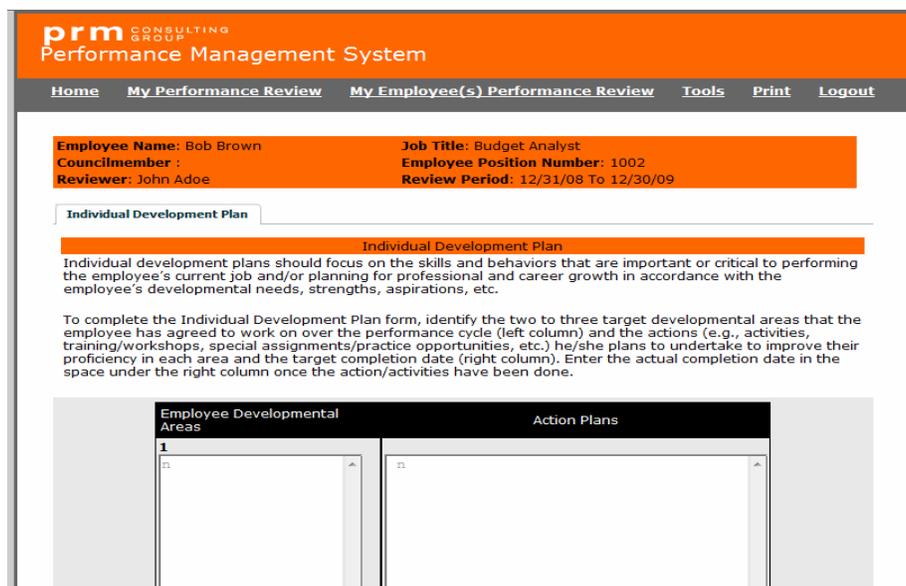


Figure 5

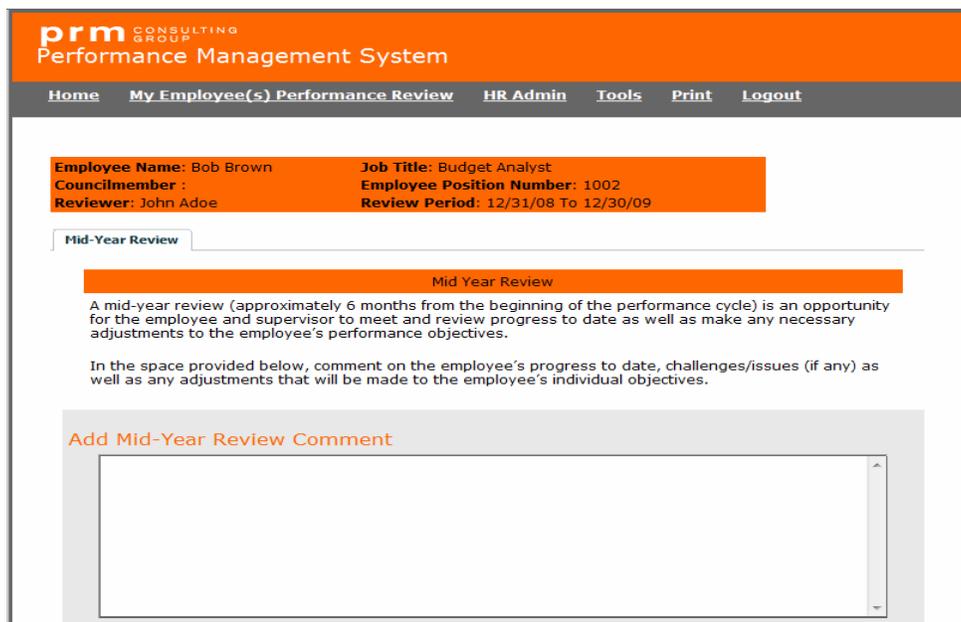
Using the Performance Management Website

E. Inputting Mid-Year Review Feedback

You can access the Mid-Year Review form by clicking the “My Employees Performance Review” tab (see *Accessing Performance Information*) and selecting an employee.

Next, click the Mid-Year Review form and document the employee’s progress to-date (see Figure 6). Then, click the “Approvals” tab and press the “Supervisor’s Signature” button. This will serve as the official approval of the mid-year review.

NOTE: The “Employee’s Signature” button is be clicked by employees to acknowledge they have received and reviewed the mid-year review.



The screenshot displays the Performance Management System interface. At the top, there is an orange header with the logo "prm CONSULTING GROUP" and the text "Performance Management System". Below the header is a navigation bar with links: "Home", "My Employee(s) Performance Review", "HR Admin", "Tools", "Print", and "Logout". The main content area shows a summary of the employee being reviewed: "Employee Name: Bob Brown", "Job Title: Budget Analyst", "Councilmember:", "Employee Position Number: 1002", "Reviewer: John Adoe", and "Review Period: 12/31/08 To 12/30/09". Below this summary is a tab labeled "Mid-Year Review". Underneath the tab is a section titled "Mid Year Review" with a description: "A mid-year review (approximately 6 months from the beginning of the performance cycle) is an opportunity for the employee and supervisor to meet and review progress to date as well as make any necessary adjustments to the employee's performance objectives." Below the description is a text box for the reviewer to provide feedback: "In the space provided below, comment on the employee's progress to date, challenges/issues (if any) as well as any adjustments that will be made to the employee's individual objectives." At the bottom of the form is a large text area labeled "Add Mid-Year Review Comment".

Figure 6

F. Completing the Year-End Self Evaluation

Completing a year-end self evaluation is a five step process, as follows:

Step 1

Click the “My Performance Review” tab (see *Accessing Performance Information*) and select the Self Evaluation form.

Using the Performance Management Website

Step 2

Click the “Objectives” button and input the actual results achieved during the performance cycle, relative to each objective. Next, input the performance rating (e.g., 5 – Outstanding, 4 – Excellent, 3 – Satisfactory, 2 – Needs Improvement, 1 – Unsatisfactory) that is reflective of the level of performance.

The screenshot displays the Performance Management System interface. At the top, the logo for 'prm CONSULTING GROUP' is visible, followed by the title 'Performance Management System'. A navigation bar includes links for 'Home', 'My Performance Review', 'My Employee(s) Performance Review', 'Tools', 'Print', and 'Logout'. The main content area is titled 'Employee Self Evaluation Form Individual Contributor Staff'. Below this, a summary box contains the following information: Employee Name: Bob Brown, Job Title: Budget Analyst, Councilmember: [blank], Employee Position Number: 1002, Reviewer: John Adoe, and Review Period: 12/31/08 To 12/30/09. A series of tabs are present: 'Overview', 'Objectives', 'Competencies', 'Overall Rating', and 'Approvals'. The 'Objectives' tab is selected, showing a section titled 'Part 1 - Objectives (60 % of Overall Performance Rating) - Optional'. The instructions within this section state: 'List the mutually agreed upon performance objectives for which the employee is responsible during the performance cycle. Job specific goals and objectives, reflective of the employee's day to day responsibilities, should meet the following SMART criteria: Specific, Measurable, Achievable, Realistic and Timely. Individual objectives should be challenging, yet realistic, and represent "Satisfactory" performance. Identify the percentage of the overall performance rating that will be assigned to the objectives. Also, weigh the established objectives relative to their order of importance. At the conclusion of the performance cycle, use the performance ratings to indicate the degree to which each objective was achieved and document actual results achieved during the performance cycle.' Below the instructions, a text box contains the message: 'There are no recorded Objectives.'

Figure 7

NOTE: The overall rating for the section will be calculated automatically.

Using the Performance Management Website

Step 3

Click the “Competencies” button and input comments relative the level of proficiency for each competency. Next, input the appropriate performance rating (e.g., 5 – Outstanding, 4 – Excellent, 3 – Satisfactory, 2 – Needs Improvement, 1 – Unsatisfactory).

prm CONSULTING GROUP
Performance Management System

Home My Performance Review My Employee(s) Performance Review Tools Print Logout

Employee Self Evaluation Form Individual Contributor Staff

Employee Name: Bob Brown Job Title: Budget Analyst
Councilmember : Employee Position Number: 1002
Reviewer: John Adoe Review Period: 12/31/08 To 12/30/09

Overview Objectives **Competencies** Overall Rating Approvals

PART 2 - Competencies (40 % of Overall Performance Rating) - Required

Competencies are the knowledge, skills and behaviors needed to be successful and are used to evaluate an employee's level of proficiency relative to performing their job duties. Descriptors are provided to assist you in evaluating each competency. In the comments section, please provide specific observations and examples that support the rating you select for each competency. Each of the competencies will be weighted equally.

Competencies	Comments	Rating
1 Technical/Professional Knowledge - Demonstrates adequate job-specific technical/professional knowledge or skill. Keeps up with current trends in areas of expertise and upgrades knowledge/skills to continue to perform effectively, including the ability to use appropriate technology in carrying out job responsibilities.		0

Figure 8

NOTE: The overall rating for the section will be calculated automatically.

Using the Performance Management Website

Step 4

Click the “Overall Rating” button and review the overall performance rating as well as enter any overall comments in the “Employee Comments” section.

pr_m CONSULTING GROUP
Performance Management System

Home My Performance Review My Employee(s) Performance Review Tools Print Logout

Employee Self Evaluation Form Individual Contributor Staff

Employee Name: Bob Brown Job Title: Budget Analyst
Councilmember : Employee Position Number: 1002
Reviewer: John Adoe Review Period: 12/31/08 To 12/30/09

Overview Objectives Competencies Overall Rating Approvals

Part 3 - Overall Performance Rating

At the end of the performance cycle, indicate the performance rating that best reflects the employee's overall performance relative to their level of proficiency in relation to their competencies.

Performance Area	Weighting	Performance Rating				
Individual Objectives	60%	Outstanding <input type="radio"/>	Excellent <input type="radio"/>	Satisfactory <input type="radio"/>	Needs Improvement <input type="radio"/>	Unsatisfactory <input type="radio"/>
Competencies	40%	Outstanding <input type="radio"/>	Excellent <input type="radio"/>	Satisfactory <input type="radio"/>	Needs Improvement <input type="radio"/>	Unsatisfactory <input type="radio"/>
Overall Performance		Outstanding* <input type="radio"/>	Excellent <input type="radio"/>	Satisfactory <input type="radio"/>	Needs Improvement <input type="radio"/>	Unsatisfactory <input type="radio"/>

Employee's Comments

Figure 9

Step 5

Click the “Employee’s Signature” button to release the review to the supervisor. The self evaluation will not be visible to the supervisor until the Employee’s Signature button is selected.

pr_m CONSULTING GROUP
Performance Management System

Home My Performance Review My Employee(s) Performance Review Tools Print Logout

Employee Self Evaluation Form Individual Contributor Staff

Employee Name: Bob Brown Job Title: Budget Analyst
Councilmember : Employee Position Number: 1002
Reviewer: John Adoe Review Period: 12/31/08 To 12/30/09

Overview Objectives Competencies Overall Rating Approvals

Approvals

Employee's Signature: Not Approved

Employee Approve

PRM Consulting Group

Figure 10

Using the Performance Management Website

G. Conducting a Year-End Review

Completing a year-end review is a five step process. Upon the completion of a self-evaluation by the employee, supervisors complete the following steps:

Step 1

Access the employee's record by clicking the "My Employees Performance Review" tab (see *Accessing Performance Information*) and selecting an employee.

Step 2

Click the "Objectives" button and input the actual results achieved by the employee during the performance cycle, relative to each objective. Next, input the performance rating (e.g., 5 – Outstanding, 4 – Excellent, 3 – Satisfactory, 2 – Needs Improvement, 1 – Unsatisfactory) that is reflective of the employee's level of performance (see Figure 11).

The screenshot displays the 'Performance Management System' interface. At the top, there is a navigation bar with the following links: Home, My Employee(s) Performance Review, HR Admin, Tools, Print, and Logout. The main content area is titled 'Performance Evaluation Form Individual Contributor Staff'. Below the title, there is a summary box containing the following information: Employee Name: Bob Brown, Job Title: Budget Analyst, Councilmember: [blank], Employee Position Number: 1002, Reviewer: John Adoe, and Review Period: 12/31/08 To 12/30/09. Below this summary box, there are five tabs: Overview, Objectives, Competencies, Overall Rating, and Approvals. The 'Objectives' tab is currently selected. The main content area under the 'Objectives' tab is titled 'Part 1 - Objectives (60 % of Overall Performance Rating) - Optional'. It contains the following text: 'List the mutually agreed upon performance objectives for which the employee is responsible during the performance cycle. Job specific goals and objectives, reflective of the employee's day to day responsibilities, should meet the following SMART criteria: Specific, Measurable, Achievable, Realistic and Timely. Individual objectives should be challenging, yet realistic, and represent "Satisfactory" performance.' Below this text, there is a sub-section titled 'Identify the percentage of the overall performance rating that will be assigned to the objectives. Also, weigh the established objectives relative to their order of importance.' At the bottom of this section, it says 'At the conclusion of the performance cycle, use the performance ratings to indicate the degree to which each objective was achieved and document actual results achieved during the performance cycle.' Below this text, there is a message that says 'There are no recorded Objectives.' At the bottom of the form, there is an 'Add Objective' section with a text input field for 'Objective' and a 'Weighting' input field with a value of '0'.

Figure 11

NOTE: The overall rating for the section will be calculated automatically.

Using the Performance Management Website

Step 3

Click the “Competencies” button and input comments relative to the level of proficiency for each competency. Next, input the appropriate performance rating (e.g., 5 – Outstanding, 4 – Excellent, 3 – Satisfactory, 2 – Needs Improvement, 1 – Unsatisfactory).

The screenshot displays the Performance Management System interface. At the top, there is a navigation bar with the following links: Home, My Employee(s) Performance Review, HR Admin, Tools, Print, and Logout. The main content area is titled "Performance Evaluation Form Individual Contributor Staff". Below this title, there is a summary box containing the following information: Employee Name: Bob Brown, Job Title: Budget Analyst, Councilmember: [blank], Employee Position Number: 1002, Reviewer: John Adoe, and Review Period: 12/31/08 To 12/30/09. Below the summary box, there are five tabs: Overview, Objectives, Competencies, Overall Rating, and Approvals. The "Competencies" tab is selected. Below the tabs, there is a section titled "PART 2 - Competencies (40 % of Overall Performance Rating) - Required". This section contains a paragraph explaining that competencies are the knowledge, skills, and behaviors needed to be successful and are used to evaluate an employee's level of proficiency. Below this paragraph, there is a table with three columns: Competencies, Comments, and Rating. The table has one row with the following data: Competency: 1 Technical/Professional Knowledge - Demonstrates adequate job-specific technical/professional knowledge or skill. Keeps up with current trends in areas of expertise and upgrades knowledge/skills to continue to perform effectively, including the ability to use appropriate technology in carrying out job responsibilities. Comments: [blank text area]. Rating: 0.

Competencies	Comments	Rating
1 Technical/Professional Knowledge – Demonstrates adequate job-specific technical/professional knowledge or skill. Keeps up with current trends in areas of expertise and upgrades knowledge/skills to continue to perform effectively, including the ability to use appropriate technology in carrying out job responsibilities.		0

Figure 12

NOTE: The overall rating for the section will be calculated automatically.

Using the Performance Management Website

Step 4

Click the “Overall Rating” button and review the overall performance rating as well as enter any overall comments in the “Reviewer’s Comments” section. If the employee receives an overall performance rating of Needs Improvement or lower, supervisors are encouraged to complete a performance improvement plan for the employee by clicking the “Performance Improvement Plan” form under “Available Forms” (See *Completing a Performance Improvement Plan*).

The screenshot shows the Performance Management System interface. At the top, there is a navigation bar with links: Home, My Employee(s) Performance Review, HR Admin, Tools, Print, and Logout. The main content area is titled "Performance Evaluation Form Individual Contributor Staff". Below this, there is a summary box with the following information: Employee Name: Bob Brown, Job Title: Budget Analyst, Councilmember: [blank], Employee Position Number: 1002, Reviewer: John Adoe, and Review Period: 12/31/08 To 12/30/09. There are five tabs: Overview, Objectives, Competencies, Overall Rating, and Approvals. The "Overall Rating" tab is selected, showing "Part 3 - Overall Performance Rating". Below this, there is a text box explaining that at the end of the performance cycle, the user should indicate the performance rating that best reflects the employee's overall performance relative to their level of proficiency in relation to their competencies. A table follows with columns for Performance Area, Weighting, and Performance Rating (Outstanding, Excellent, Satisfactory, Needs Improvement, Unsatisfactory). The table has three rows: Individual Objectives (60% weighting), Competencies (40% weighting), and Overall Performance. The Overall Performance row shows "Outstanding*" selected. Below the table is a "Reviewer's Comments" text area.

Performance Area	Weighting	Performance Rating				
Individual Objectives	60%	Outstanding <input type="radio"/>	Excellent <input type="radio"/>	Satisfactory <input type="radio"/>	Needs Improvement <input type="radio"/>	Unsatisfactory <input type="radio"/>
Competencies	40%	Outstanding <input type="radio"/>	Excellent <input type="radio"/>	Satisfactory <input type="radio"/>	Needs Improvement <input type="radio"/>	Unsatisfactory <input type="radio"/>
Overall Performance		Outstanding* <input type="radio"/>	Excellent <input type="radio"/>	Satisfactory <input type="radio"/>	Needs Improvement <input type="radio"/>	Unsatisfactory <input type="radio"/>

Figure 13

If the employee receives an overall performance rating of Outstanding, the Next Level Supervisor should be contacted to have the evaluation reviewed and approved, prior to sharing the results with the employee. NOTE: The review will not be displayed to the employee until the Next Level Supervisor has selected the “Next Level Supervisor” button under the approvals tab (see Figure 14).

Approvals

The screenshot shows the Approvals section. It contains a table with the following information: Supervisor's Signature: Not Approved, Employee's Signature: Not Received, Next Level Supervisor Review: Not Reviewed, and HR Review: Not Reviewed. The "Next Level Supervisor Review: Not Reviewed" row is circled in red. Below this table is a note: "*Overall ratings of Outstanding must be approved by the designated Next Level Supervisor." At the bottom, there are four buttons: Supervisor's Signature, Employee's Signature, Next Level Supervisor, and HR Review.

Supervisor's Signature:	Not Approved
Employee's Signature:	Not Received
Next Level Supervisor Review:	Not Reviewed
HR Review:	Not Reviewed

*Overall ratings of **Outstanding** must be **approved** by the designated Next Level Supervisor.

Supervisor's Signature | Employee's Signature | Next Level Supervisor | HR Review

Figure 14

Using the Performance Management Website

Step 6

Click the “Supervisor’s Signature” button to release the review to the employee. This will serve as the official approval of the review.

The screenshot displays the Performance Management System interface. At the top, there is an orange header with the logo for 'prm CONSULTING GROUP' and the text 'Performance Management System'. Below the header is a navigation bar with links: Home, My Employee(s) Performance Review, HR Admin, Tools, Print, and Logout. The main content area is titled 'Performance Evaluation Form Individual Contributor Staff'. It features a summary box with the following information: Employee Name: Bob Brown, Job Title: Budget Analyst, Councilmember: (blank), Employee Position Number: 1002, Reviewer: John Adoe, and Review Period: 12/31/08 To 12/30/09. Below this is a tabbed interface with 'Approvals' selected. A text block explains that the employee's signature acknowledges discussion of the performance review but does not indicate agreement or disagreement with the results or rating. The 'Approvals' section shows a table with the following status: Supervisor's Signature: Not Approved, Employee's Signature: Not Received, Next Level Supervisor Review: Not Reviewed, and HR Review: Not Reviewed. A note states: '*Overall ratings of Outstanding must be approved by the designated Next Level Supervisor.' At the bottom, there are four buttons: Supervisor's Signature, Employee's Signature, Next Level Supervisor, and HR Review.

Figure 15

H. Completing a Performance Improvement Plan

You can access the Performance Improvement Plan form by clicking the “My Employees Performance Review” tab (see *Accessing Performance Information*) and selecting an employee.

Next, click the Performance Improvement Plan form and document the employee’s performance improvement areas, the corresponding action plan, progress comments and date (see Figure 16). Then, click the “Supervisor’s Signature” button. This will serve as the official approval of the employee’s performance improvement plan.

NOTE: The “Employee’s Signature” button is clicked by employees to acknowledge they have received and reviewed the performance improvement plan.

Using the Performance Management Website

The screenshot displays the Performance Management System interface. At the top, the logo for 'prm CONSULTING GROUP' is visible, followed by the title 'Performance Management System'. A navigation bar includes links for 'Home', 'My Performance Review', 'My Employee(s) Performance Review', 'HR Admin', 'Tools', and 'Print'. A 'Logout' link is positioned below the 'Home' link.

Employee details are shown in an orange box:

- Employee Name: Bob Brown
- Job Title: Budget Analyst
- Councilmember :
- Employee Position Number: 1002
- Reviewer: John Adoe
- Date of Discussion: 12/31/08 To 12/30/09

Below the details are two tabs: 'Performance Improvement Plan' (selected) and 'Approvals'.

The 'Performance Improvement Plan' section contains the following text:

Performance Improvement Plan

Plans for improvement are critical whenever an employee has performance challenges/deficiencies. The performance improvement plan provides the supervisor and employee with the opportunity to document and discuss areas of deficient performance and to implement a plan to remedy such deficiencies.

To complete the form, the supervisor should identify and document the specific areas of performance requiring improvement. The supervisor and employee should then jointly determine the specific work assignments, required actions, or training designed to support improvement in the performance areas that have been identified. The supervisor must also meet with the employee on a regular basis to discuss the employee's progress in carrying out the actions required to improve performance.

A 'Discussion Date' field is set to '05/11/09' with an 'Update' button below it.

The 'Performance Improvement Plan' section is followed by a 'Performance Improvement Area' section, which contains a text area with the letter 'n'.

Figure 16

III. PRM Consulting Group Performance Management Capabilities

PRM Consulting Group Performance Management Capabilities

Why Focus on Performance Management?

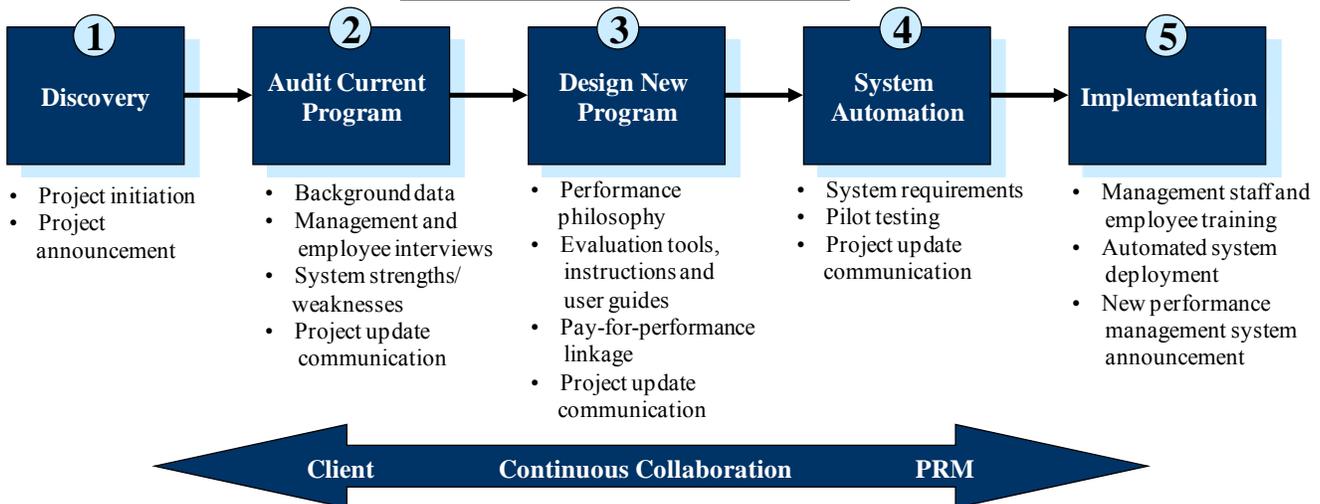
A comprehensive **Performance Management System**:

- Aligns an organization's key strategic business priorities with its day-to-day operations and desired employee behaviors.
- Identifies the performance metrics/success factors that drive organizational success.
- Serves as a platform for attracting, developing, retaining and rewarding the right employees.
- Facilitates improved talent management through the identification of organizational synergies.

PRM Can Assist You with Implementing the Following Key System Elements:

- Clearly defined organizational strategic goals/priorities.
- Utilization of "Top-down/Bottom-up" approach to business planning.
- Ongoing systematic alignment of employee objectives to organizational strategic goals/priorities.
- Techniques for engaging leadership and management.
- Continuous "two-way" communication

PRM's Unique Approach



About PRM CONSULTING GROUP?

PRM is a professional services firm committed to assisting organizations on performance management and other human resource-related issues. Our consultants are nationally recognized experts who are knowledgeable and experienced in consulting with diverse types of organizations. We would welcome the opportunity to partner with you in design/redesigning your **Performance Management System**.

HOW TO CONTACT PRM CONSULTING GROUP

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