



Performance Management

Course objectives

Successful completion of this course will increase your knowledge and ability to:

- ✓ **Understand the elements of an effective performance management system**
- ✓ **Help employees create individualized performance goals**
- ✓ **Provide clear direction so that employees know what is expected of them**
- ✓ **Offer ongoing feedback for positive guidance and improvement**
- ✓ **Develop credible measurements that impact results and have meaning for employees and the organization**
- ✓ **Follow a fair and objective plan for progressive discipline when performance problems haven't been solved through other means**