



## Employee Performance Management

An organization's success is largely dependent on how well every employee performs. Many supervisors, managers, and even senior leaders struggle with maximizing employee performance while also keeping employee morale high and turnover low.

When productivity suffers, there is often an identifiable root cause. Issues like dissatisfied employees, the wrong fit for the role, not enough training, lacking the right tools, conflicting priorities, and unclear expectations get in the way of employee productivity. Identifying these root causes can help uncover the path to maximum productivity

This module will help you develop an understanding of employee performance management and apply good performance management techniques that will address issues and improve employee performance.

### Outcomes

1. Understanding the principles of employee management and how to address employee performance problems.
2. Conduct employee counseling to improve employee performance.
3. Manage employee conflict productively.
4. Resolve employee performance problems.
5. Conduct employee performance reviews to improve employee performance.

### Recommended Learners

#### Higher Education

- Undergraduate Students
- Graduate Students

#### Business, Industry, Nonprofits, & Agencies

- Human Resource Professionals
- Team Leaders
- Supervisors
- Managers

## Performance Review

From an employee perspective they want to know .....

- What am I supposed to be doing?
- How Well am I required to do it?
- What do you think of my performance?
- How will I be rewarded?
- How can I improve my performance?

Performance Review (sometimes called Appraisal) is the series of activities that seeks to measure, review, and reward performance, as well as identify areas for improvement.

*An example of a learning event in our Leading Edge Learning modules. The types of instructional content within the modules include: readings, videos, transcripts, audios, interactive questions, offline application exercises, flash cards, narrated presentations, matching exercises, relevant articles, downloads, a final exam, and other activities designed to engage learners based on recognized science of learning educational concepts.*

### Applications and Best Practices

#### Higher Education

- ✓ Develop skills for employee performance management.
- ✓ Address performance concerns with staff and faculty.

#### Business, Industry, Nonprofits, & Agencies

- ✓ Develop techniques to manage and improve employee performance.
- ✓ Effectively address employee performance issues.
- ✓ Prepare a new supervisor or manager to effectively use performance management appraisals.

### Pricing

#### Module is Approximately 3-5 Learner Hours

1-100 Learners per Year  
\$49 per Learner

101-500 Learners per Year  
\$44 per Learner

500+ Learners per Year  
\$39 per Learner