

Performance Edition



**PEOPLE.PARTNERS**  
Human Capital Management Software

A Collaboration of:

A.I.MIR  
HELPING YOU GROW

 **SOFTRONIC**

# Performance Edition

**O**ur performance management system is aimed at helping organizations develop a performance culture. To this end, there are four core areas of the Performance Management Module. These are the strategic framework; Performance Planning; Driving performance; and Evaluating Performance. What's more, the performance module is integrated with other HR modules such as Competency with framework and Development, Assessment and Feedback, as well as Compensation and Benefits

The result of the using the system is that people no longer view Performance Management as a once a year transaction, instead they view it as a way of managing their business. Our clients use the system to set and assign goals as well as document the strategies, measures, initiatives and resources required to achieve those goals. Managers track progress and provide feedback throughout the performance period as well as evaluate performance at the end of the period. The system aids managers in ensuring alignment of measures both vertically and horizontally. Integration with other HR modules such as the competency framework, rewards, assessments and development helps ensure that our performance management system develops human capital and increases their performance.



### ➤ **Probation Evaluation**

- **Probation Evaluation Designer** - This enables you to design your own format for evaluating employees after completion of their probation period.

### ➤ **Appraisal Evaluation**

- **Appraisal Evaluation Designer** - You can design your own format for evaluating employees annually.
- **Increment Policy (for Appraisal Evaluation Process)** - The system suggests increments based on employees' total achievement.

### ➤ **Performance Reviews**

- Conduct periodical Performance Reviews (as per user-defined frequency)

### ➤ **Performance Journal**

- Engage your staff in performance discussions to make Target Achievement and Employee Development a reality!

### ➤ **Training Need analysis**

- Automatic identification of 'Training Needs' based on competency scores.

### ➤ **Training Plan facilitation**

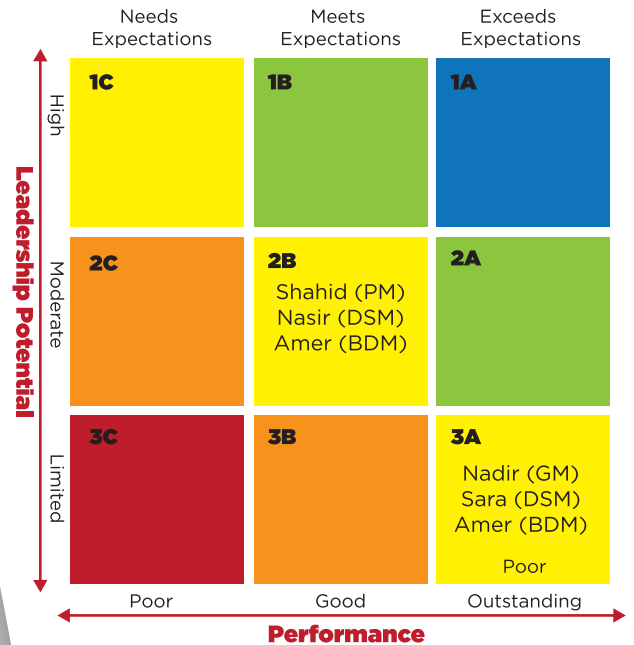
- Managers can nominate employees the in-house trainings available as well as recommend for open enrollment trainings.

Organization Leaders also use the reports from the System to effectively manage their talent. These reports include the Performance and Potential Matrix and the What and How Grids. The system will also generate recommendations for increments based on performance evaluation scores, automatically create bell curves as well as relative ratings so that the organization can continuously improve their performance management practices.

### What / How Analysis

Performance - What	Exceeded - A	<b>A/C</b> Shahid Akhter (PM) Jamal Nasir (Sales Exec) Akhter Shah (Sales Exec)	<b>A/B</b>	<b>A/A</b>
	Achieved - B	<b>B/C</b>	<b>B/B</b>	<b>B/A</b> Kulsoom Fatima (Manager) Zahid Sheikh (Sales Exec)
	Not Achieved - C	<b>C/C</b>	<b>C/B</b>	<b>C/A</b>
		Does Not Meet Standards - C	Meets Standards - B	Exceeds Standards - A
Competencies - How				

### 9 Box Performance-Potential Matrix



- 1A - Outstanding Performance High Potential
- 1B - Good Performance High Potential
- 1C - Poor Performance High Potential
- 2A - Outstanding Performance Moderate Potential
- 2B - Good Performance Moderate Potential
- 2C - Poor Performance Moderate Potential
- 3A - Outstanding Performance Limited Potential
- 3B - Good Performance Limited Potential
- 3C - Poor Performance Limited Potential



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