

## **MS04: Ongoing Appraisal**

For some managers performance appraisal is a once-a-year event that provides an opportunity to catch up with members of their team to discuss performance and career aspirations.

Appraisal, however, should not be a once-a-year event. It should be the culmination of work carried out by both the manager and the appraisee over the full appraisal period – usually 12 months.

This course considers why appraisal should be a continuous cycle of activity aimed at improving performance and achieving agreed objectives. It also enables the learner to understand the part ongoing appraisal plays in organisational performance management.

### **Course Content**

- The part ongoing appraisal plays in organisational performance management
- The performance management process
- How ongoing appraisal works

### **Course Duration**

- 20 minutes

### **Available in:**

- Audio
- Non-audio

### **Delivered via:**


- Internet

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