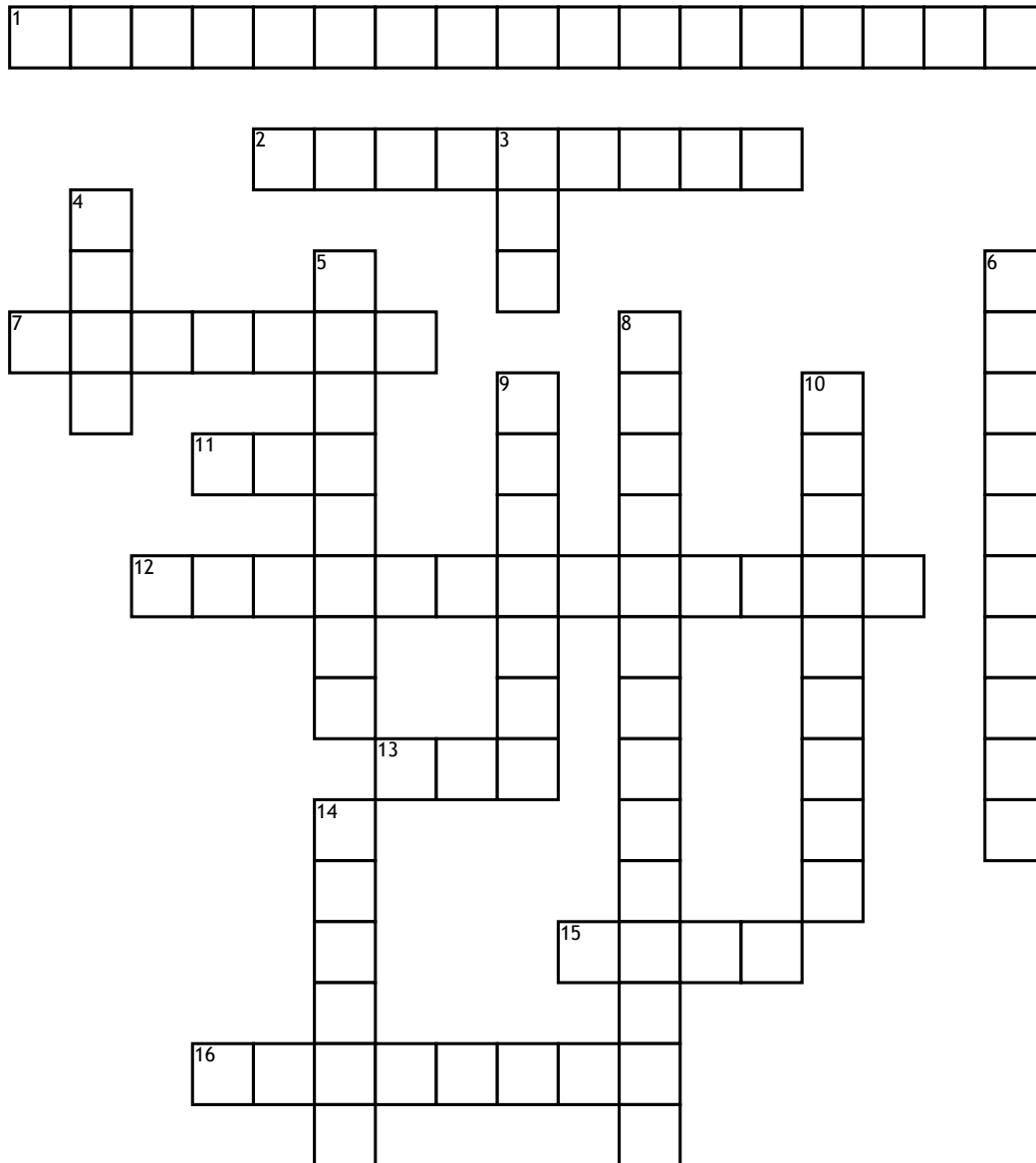


Name: _____ Date: _____

PERFORMANCE APPRAISALS



Across

1. A Process where not an employee is appraised by only his supervisor but by subordinates, peers, and customers. They provide information or feedback on the employee by completing a survey designed for this purpose.
2. The official or formal assessment of the strengths and weaknesses of someone or something. _____ often involves observation or some kind of testing.
7. A traditional method where the Jobs are compared to each other based on the overall worth of the job to the organization. The 'worth' of a job is usually based on judgements of skill, effort, responsibility, and working conditions. (Method used by McDonalds for example.)
11. One of the Modern methods who consists of improving the performance of an organization by clearly defining objectives that are agreed to by both management and employees.

12. Performance Management is a _____ process by which managers and employees work together to plan, monitor and review an employee's work objectives and overall contribution to the organization
13. A method who consists in setting ambitious objectives at all levels of the company and for all the teams, and to carry out their daily follow-up thanks to the _____.
15. _____ is a Modern methods who is used to identify the most important areas of an employees performance and how much he needs to improve in what aspect of his achieve his objectives or goals.
16. Considering what has been achieved and, in the light of this, establish what more needs to be done and any corrective action required if performance is not in line with the plan.

Down

3. Carry out the work needed to implement the plan.
4. Decide what to do and how to do it.

5. Done whenever the supervisor feels the need of it, assessment is done during conversation of supervisor and employee. (Types of Performance Appraisal)
6. One of the Performance Appraisal tool. Though evaluating performance of employees, a person's efficiency, can be determined.
8. Objectives goals are less important than ensuring that the meaning of the goals is _____ between manager and employee
9. Carry out continuous checks on what is being done and measure outcomes in order to assess progress in implementing the plan.
10. Employee's work is appreciated for his performance. This has a positive effect on his self esteem and his motivation.
14. If it uses systematic appraisal system (Types of Performance Appraisal)