

3. ★ empathy
★ resilience
★ adaptability
★ collaboration & team work

WHAT
ARE YOU EVALUATING?
these are VALUED HIGH!

What leaders **DO** & **SAY** now is going to be remembered!

HOW
YOU COMMUNICATE impacts company culture & the retention rates

4. Everyone's situation at home is different. Show **compassion** & **give them** a little **more latitude**.

SHOW
COMPASSION

5. **CREATE A FLEXIBLE RATING SYSTEM**

Do more of a **narrative assessment** that recognizes hardships & what people do well.

6. **GATHER DIFFERENT DATA**

Beware of **your bias** - how **you** see each person - and look for extra information from others (colleagues, clients...)

7. **COMMUNICATE CLEARLY**

use **video**, be **personal** & humane; be **explicit** & focus on what's important; encourage **back & forth** communication

8. **POOR PERFORMERS**

What's going on in your life?
Find it out & allow them a **time-bound grace period**.

✓ identify poor performance
✓ acknowledge talent
✓ meeting KPIs

WHY
PERFORMANCE REVIEW?

+ reinforce **company values**
+ help employees become as **strong** as possible

PERFORMANCE REVIEWS ARE CHALLENGING - NOW EVEN MORE!

HOW CAN WE **REALLY EVALUATE** PEOPLE'S PERFORMANCE? HOW CAN WE MAKE A **FAIR ASSESSMENT**? HOW CAN WE **SHOW CARE** AND **STILL BE FAIR**?



9. **RECOGNIZE TOP TALENT**

Give recognition a **create certainty**. Reassure & praise them!

Thank you!

10. **FUTURE PERFORMANCE REVIEW**

✓ more frequent evaluations
✓ build on resilience & agility

HOW TO DO PERFORMANCE REVIEWS - REMOTELY