

Annual Performance Development Conversation

(Employee Sign Off)

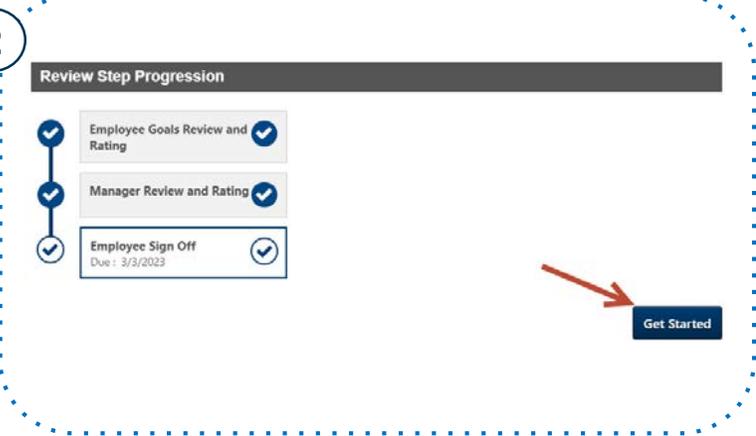
1



Goal Setting and Annual Performance Review Tasks

2022/2023 - Annual Performance Development Conversation

2

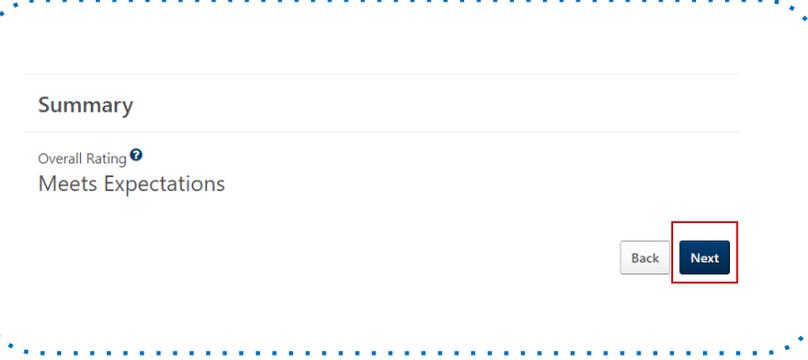


Review Step Progression

- Employee Goals Review and Rating
- Manager Review and Rating
- Employee Sign Off
Due: 3/3/2023

Get Started

3

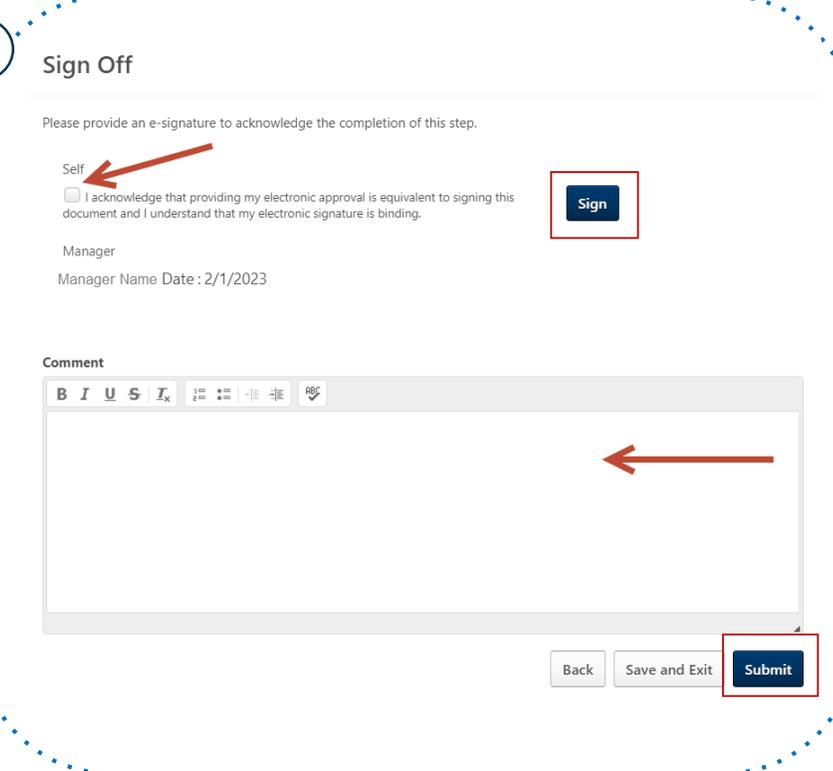


Summary

Overall Rating
Meets Expectations

Back Next

4



Sign Off

Please provide an e-signature to acknowledge the completion of this step.

Self

I acknowledge that providing my electronic approval is equivalent to signing this document and I understand that my electronic signature is binding.

Sign

Manager

Manager Name Date : 2/1/2023

Comment

B I U S I_x [Rich Text Editor]

Back Save and Exit Submit

- 1 Visit **My HR Connection**, select Annual Performance Development Conversation
- 2 Click "Get Started" to begin the task.
- 3 Review your Goal Ratings and Overall Rating and click 'Next'
- 4 Enter final summary comments.
Click the check box to sign off on the Performance Development Conversation for this Employee.
After checking the sign off box, click Submit.

