

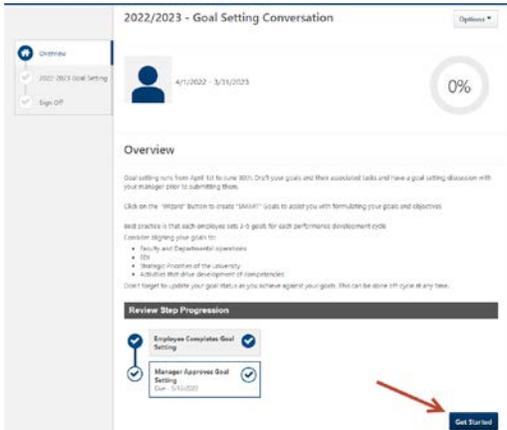
How to Approve Goals

1

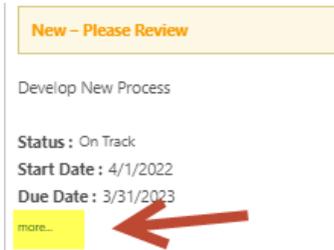
Goal Setting and Annual Performance Review Tasks

2022/2023 - Goal Setting Conversation

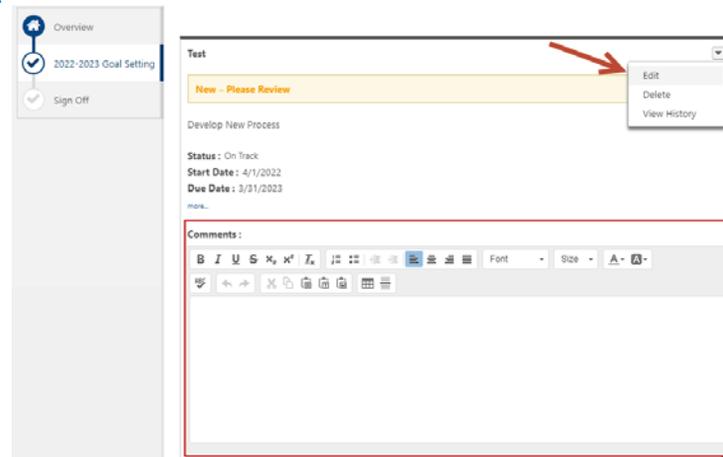
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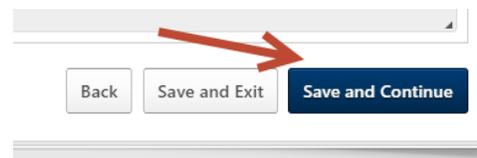
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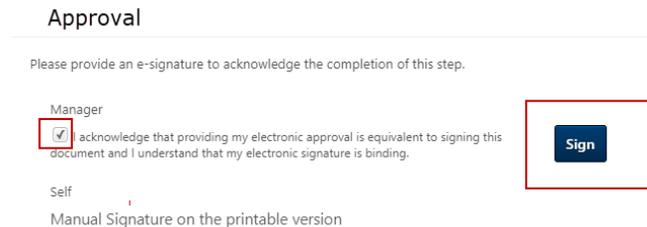
4



5



6



7



8

Thank you for completing the goal setting activity.



1

Visit [My HR Connection](#), select Goal Setting Conversation for your employee

2

Click "Get Started"

3

Click "More" to view all tasks related to the goal

4

Click "Edit" if changes are required and add any comments to each goal

5

Click "Save and Continue"

6

Select the "Check box" and click "Sign" to apply your e-signature

7

Click "Submit"

8

Click "Go to Action Items" to finish any other tasks you may have waiting for additional team members

