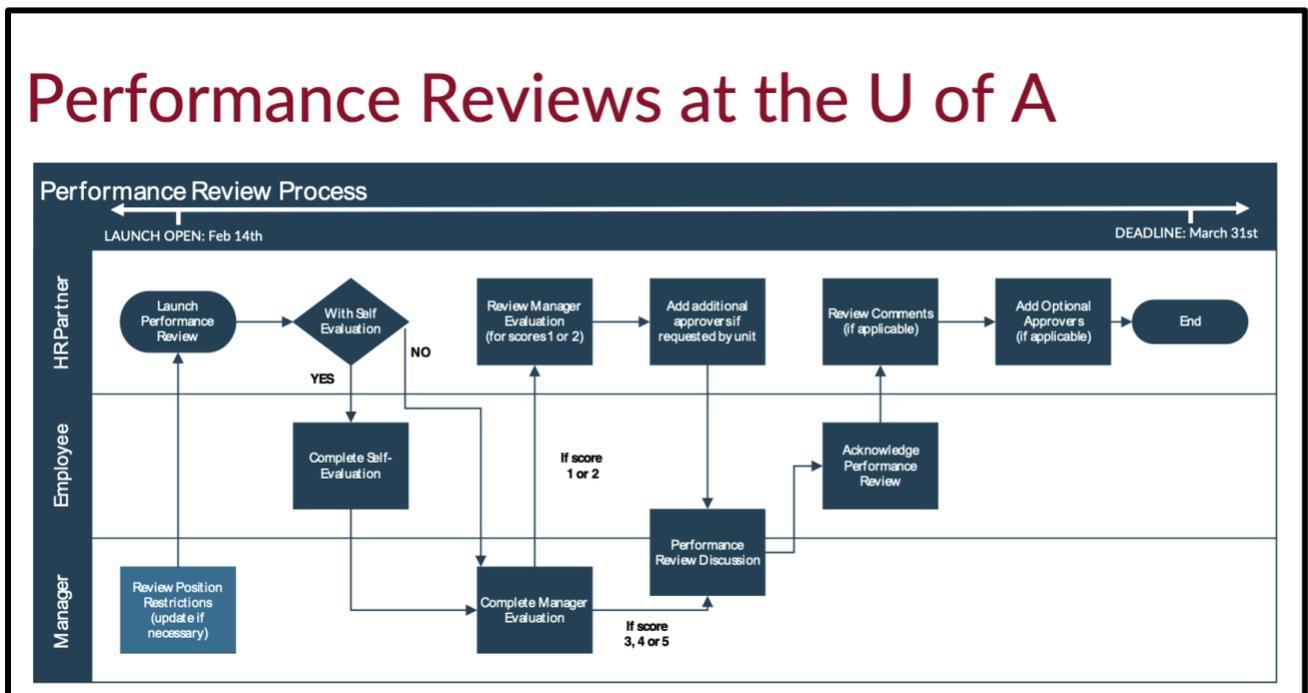




Performance Management Overview 2026

DEADLINE: MARCH 31st

Performance Management is the ongoing process between managers and employees to set goals and expectations, provide continuous and ongoing performance feedback, and plan for the future. There are many skills associated with effective performance management. We offer a variety of training to help employees and managers learn the overall performance management process, as well as improve and develop skills related to specific elements of performance management. This Performance Management Training page contains several suggested training materials related to performance management.



Additional Skills Trainings

Setting SMART Goals

SMART goal methodology is used to create clear and actionable goals that matter. Learning how to use this methodology will help individuals, their team, and their organization create specific, measurable, achievable, relevant, and time-bound goals that drive change.

Course Name	Brief Description	Audience
Setting Team and Employee Goals Using SMART Methodology (LinkedIn Learning Course)	<ul style="list-style-type: none">• Importance of goal setting• How to use and create SMART goals• How to link goals to strategy• Several approaches for building goals	All Employees
How to Use SMART Goals (LinkedIn Learning Video)	<ul style="list-style-type: none">• Quick overview of SMART goals	All Employees

Writing Your Self-Evaluation

Writing a self-review can be a daunting process. However, if done right, it can be an opportunity to boost your credibility and increase your impact.

Course Name	Brief Description	Audience
Acing Your Self-Appraisal (Even If It's Your First) (Harvard Business Review Article)	<ul style="list-style-type: none">• Tips and tricks for writing self-review• Advice for what to write about• How to view your work objectively• And more...	All Employees

Manager Writes Performance Review

Writing a performance review requires time and a plan. If done correctly, it can significantly boost an employee's engagement and motivation. If done poorly, it can isolate and disengage employees from their best work.

Course Name	Brief Description	Audience
Writing the Review (LinkedIn Learning Module)	<ul style="list-style-type: none"> • Tips for writing performance review • How to review relevant information • Creating the first draft, final draft, etc. • And more... 	Managers

Having the Performance Conversation

Similar to writing the performance review, the performance review conversation is an opportunity to encourage, correct, and motivate employees to unlock their best work.

Course Name	Brief Description	Audience
Challenging Conversations (LinkedIn Learning Video)	<ul style="list-style-type: none"> • Strategies and tips for having the performance review conversation 	Managers
Delivering the Review (LinkedIn Learning Video)	<ul style="list-style-type: none"> • Common mistakes when having performance review conversation • Preparing for the meeting • Elements of effective delivery • Creating performance improvement plans 	Managers

For Further Questions about the performance review process, please contact your [HR Partner](#)