



1006-P24-CE



In-Class



16 hours



EGP 3990

Course Description:

This course provides a comprehensive overview of the key principles, methods, and strategies required to manage and enhance employee performance within an organization. It is designed for professionals seeking to improve their understanding of performance management systems, set measurable performance standards, and implement effective appraisal processes.

Target Audience:

Mid-Level Managers and HR Professionals.

Course Objectives:

By the end of this course participants will be able to:

- Identify the philosophy of performance management
- Set key performance standards (KPIs) in alignment with the organization's strategic goals
- Explain the performance appraisal process

Course Outline:

Module 1: Performance Management Philosophy

- Introduction to Performance Management
- Performance Management System
- Individual contribution and results

Module 2: Setting Performance Standard and KPIs

- Tangible performance Standards
- Behavioral performance Standards
- KPIs development
- Impact of Employees Performance
- Enhancing Employees Performance
- Alignment of performance with strategic goals

Module 3: Development of the Appraisal System

- Human errors
- Appraisal review meetings
- Documentation
- Developing employees



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Assessment Strategy:

Participants will be informally assessed based on their interaction during sessions and their participation in group exercises.

Upon Successful Completion of this Course, participants will obtain:

1.3 CEUs

Course Language:

English

Prerequisites:

N/A