Performance Management

Enable your employees to truly thrive...

KENJO

Performance

Potential

Execution

100%

80%

60%

40%

20%

Communication

Helpfulness

Cooperation

Contents

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1

Why now?

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Why now?

Improve your employees' skills through performance management

Key challenges HR managers face*

36% "We don't know what skill gaps our current employees have."

33% "We don't effectively integrate learning into employee workflows."

31% "We can't create skill development solutions fast enough to meet evolving skill needs."

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Why now?

How remote working has affected employee performance management

"My organisation had to **redeploy my team** to another area of the business. I am in a brand new role for me."

"I have never worked virtually before and I'm now **managing a remote team**"

"I have had **new responsibilities** added to my plate because we are short-staffed but I don't have experience with these tasks."

+ **Challenges facing HR managers working remotely**

+ **Employees need new skills**

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2

The importance of performance management for culture transformation

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Impact on the company

1 Improve company culture

2 Foster integrity and diversity

3 Establish business objectives

4 Analyse employee performance

5 Identify future leaders

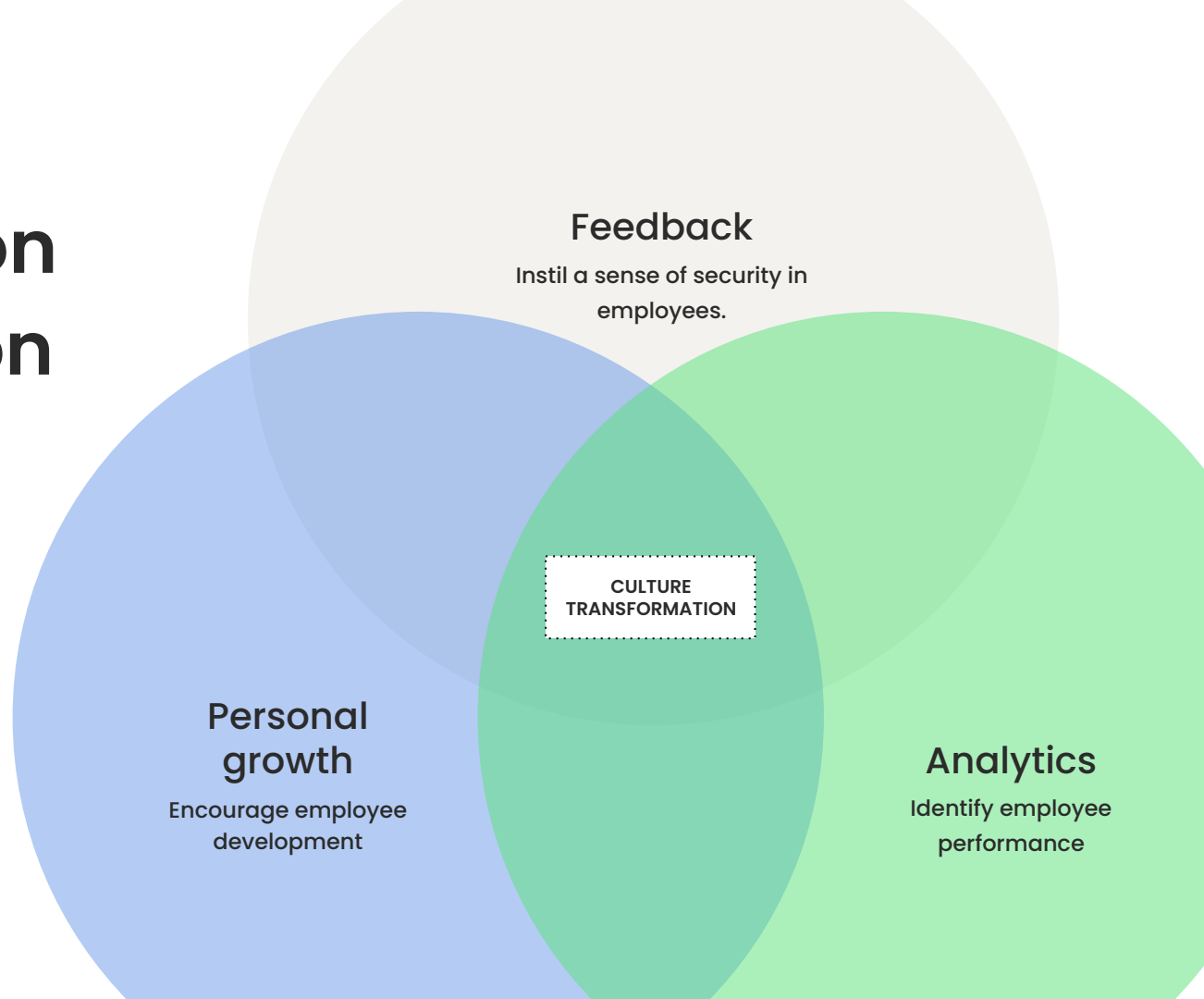**6** Improve the employee experience

7 Identify areas for improvement

8 Build career plans

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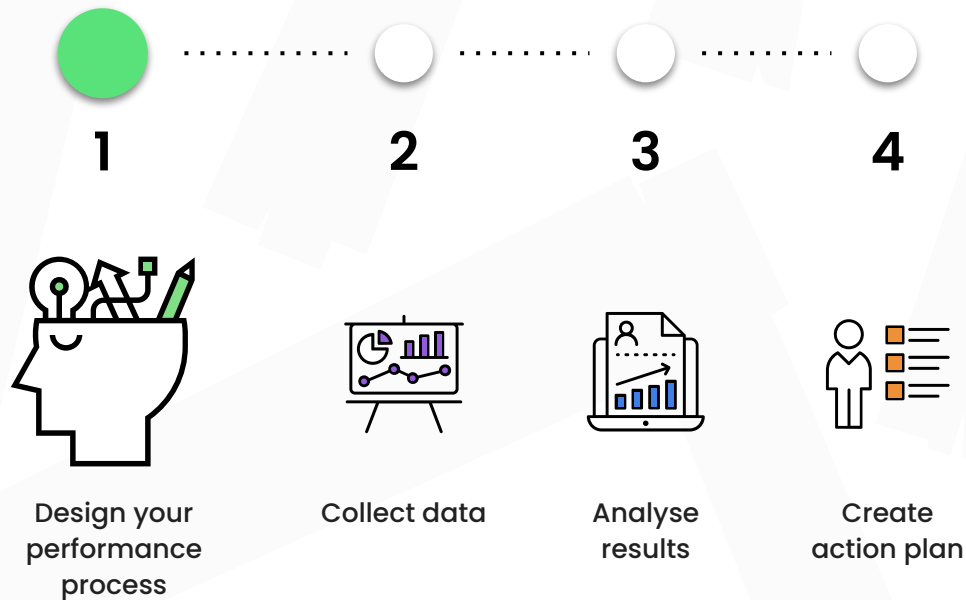# Culture transformation in organisation

3-in-1 performance

Feedback
Instil a sense of security in employees.

Personal growth
Encourage employee development

CULTURE TRANSFORMATION

Analytics
Identify employee performance

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3

The
Kenjo solution

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Performance management process

1

2

3

4

Design your performance process

Collect data

Analyse results

Create action plan

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1

Design your performance process

Design a plan to improve your employees' skills and assess performance

- Create your own **skills-based assessment forms** to best suit your needs.

- Choose from several **types of evaluation**: manager-employee, leadership, 360º, self-assessment.

- **Segment** evaluations into groups.

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Questions

Select the questions   Template ▾   ➕ ADD QUESTIONS

Load a template

Save questionnaire as a template

ⓘ The order selected here will be used in the question submission. ...tory 'Overall rating' question.

QUESTIONS INCLUDED ON THIS REVIEW   🔵 Include Potential-Performance Matrix ⑦

= Does this person work well with other people?
Communication ☰ Multiple choice

= Does this person work well with other people?
Communication ☰ Multiple choice

= Does this person work well with other people?
Communication ☰ Multiple choice

= Does this person work well with other people?
Communication ☰ Multiple choice

Performance-Potential Matrix
Kenjo question ☰ Single select

Overall rating
Kenjo question ☰ Single select

BACK   NEXT

Summary

Step 1

Step 2

Step 3
Achievement: 2
Communication: 4
Creativity & Innovation: 6
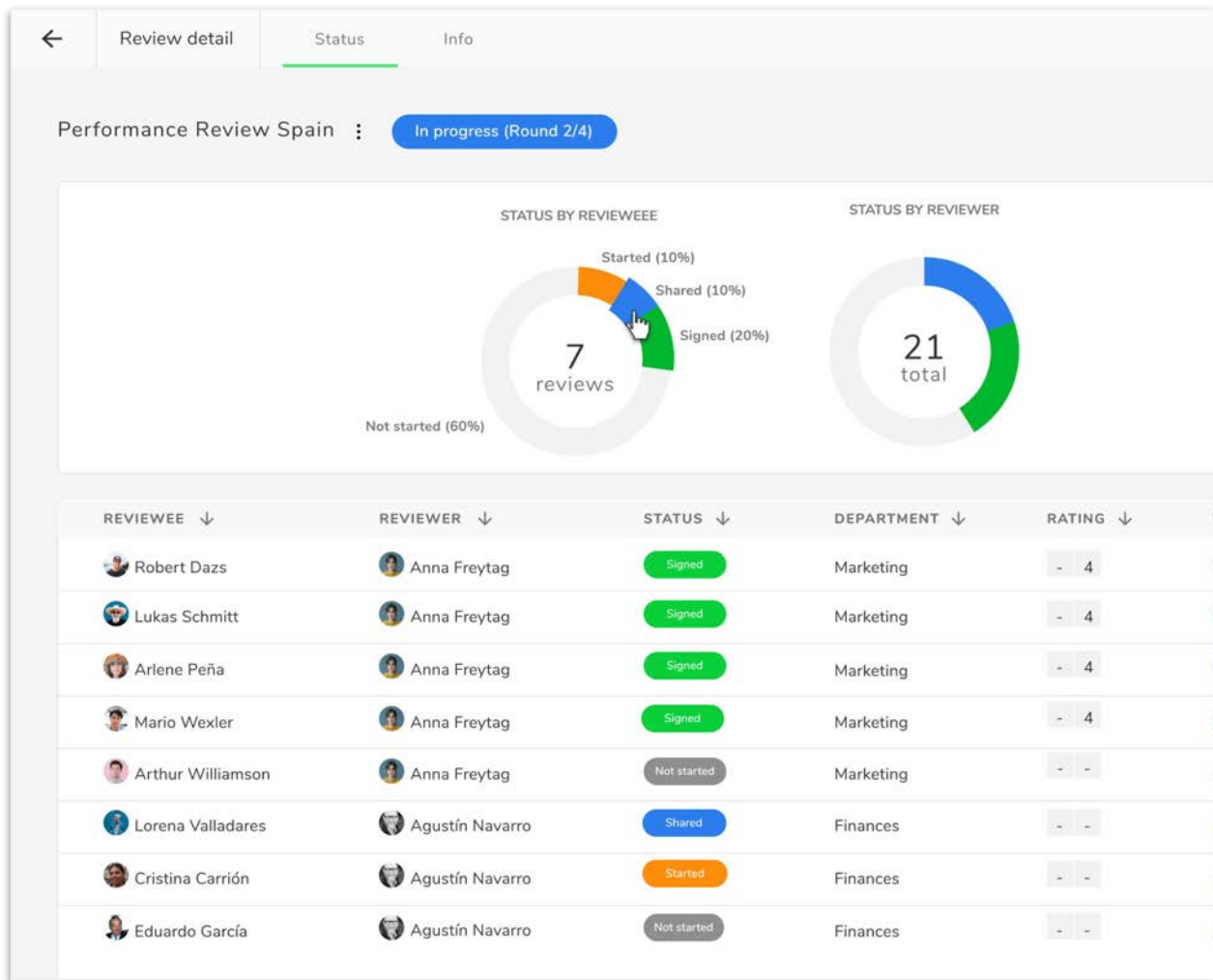Helpfulness & Cooperation: 7
Planning & Execution: 2

TOTAL 21 Questions

Collect data

Track reviews in real-time

- Check the **status of reviews** (draft, shared, signed).

- Set up **automatic notifications** to remind employees and managers to complete the performance processes.

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Collect data

Track reviews in real-time

- **Generate self-assessments** to improve the performance review process between managers and teams.

- Use our **templates** to run smooth performance reviews assessments.

- **Customise your performance reviews** to suit the company's needs.

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Performance review - Tech Team

Anna Freytag
Software Engineer

HIDE REVIEWER SIDE

REVIEWER

REVIEW TYPE
Performance review

DUE DATE
Feb 20, 2020

INTRODUCTION

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Orci at nam amet semper magna. Eget nisl ut nunc, tristique quis faucibus lectus potenti tincidunt. Ultrices est commodo sagittis at porta viverra scelerisque. Eget justo bibendum mi blandit.

Self-Assessment
REVIEWEE
Anna Freytag

Reviewer Assessment
REVIEWERS
Arthur Williamson

Achieves optimal levels of performance and accomplishment.
Leadership & Decision making
- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

COMMENT

Achieves optimal levels of performance and accomplishment.
Leadership & Decision making
- Strongly agree
- Agree
- Neither agree nor disagree
- Disagree
- Strongly disagree

COMMENT

Collect data

Track reviews in real-time

- Define the different **response options** (Likert, free text, multiple choice).

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Performance review - Tech Team   REVIEWER ASSESMENT

Anna Freytag
Software Engineer

SEE REVIEWER SIDE

REVIEWER	REVIEW TYPE	DUE DATE
	Performance review	Feb 20, 2020

INTRODUCTION

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Relates to others in a confident, relaxed manner. ⓘ   Leadership & Decision making

1 - Below expectations   5 - Truly outstanding

4 - Greatly exceed expectations

⊕ ADD COMMENT

Interacts, communicates and networks efectively. ⓘ   Leadership & Decision making

1 - Below expectations   5 - Truly outstanding

Analyse results

Make an impact on the business by identifying and improving employees' skills

- **Analyse skills** by employee and department such as communication, collaboration, creativity, innovation, or your own.

- Observe how they develop over a **period of time**.
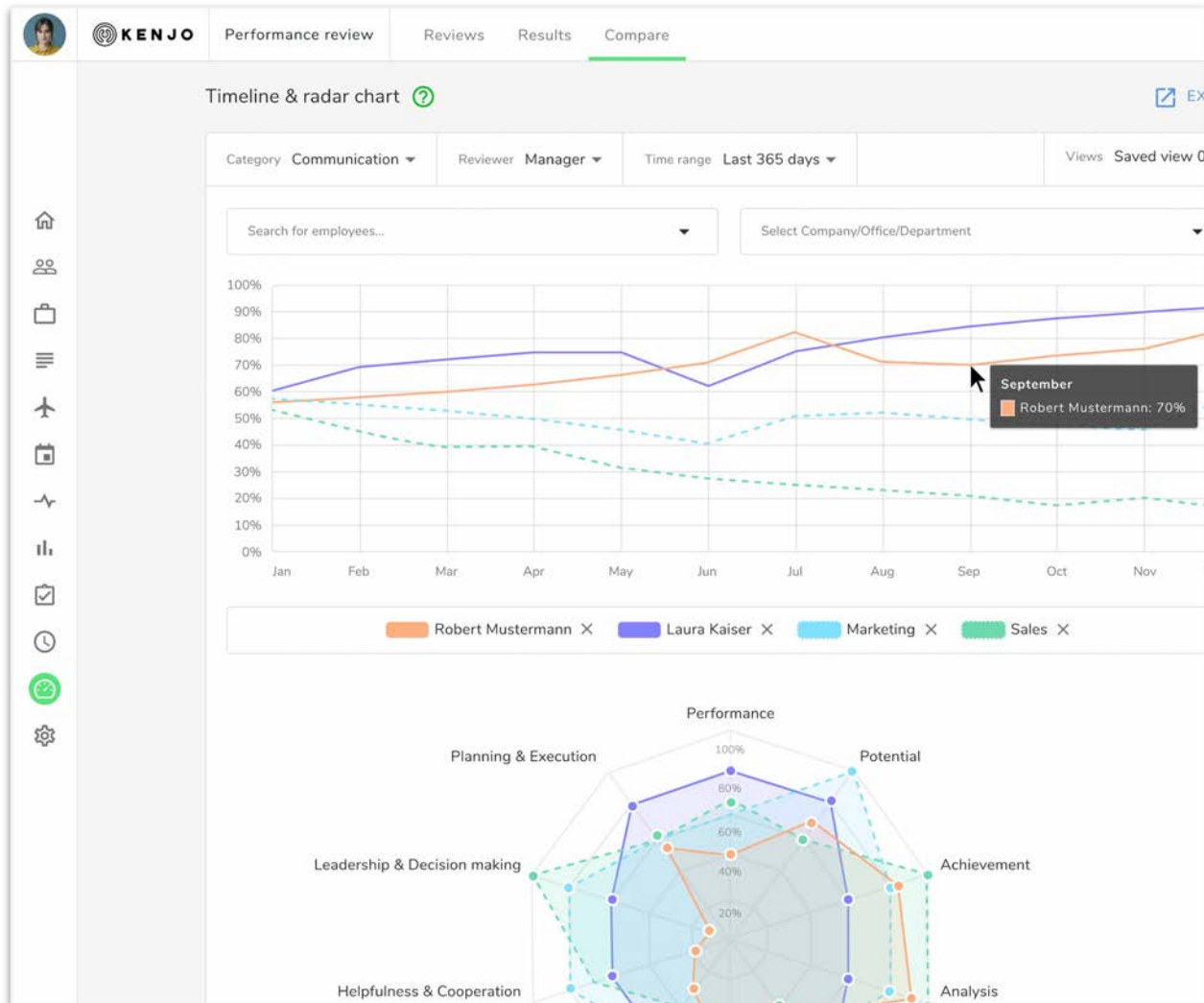
- Maximise the employees' **opportunities for improvement**.

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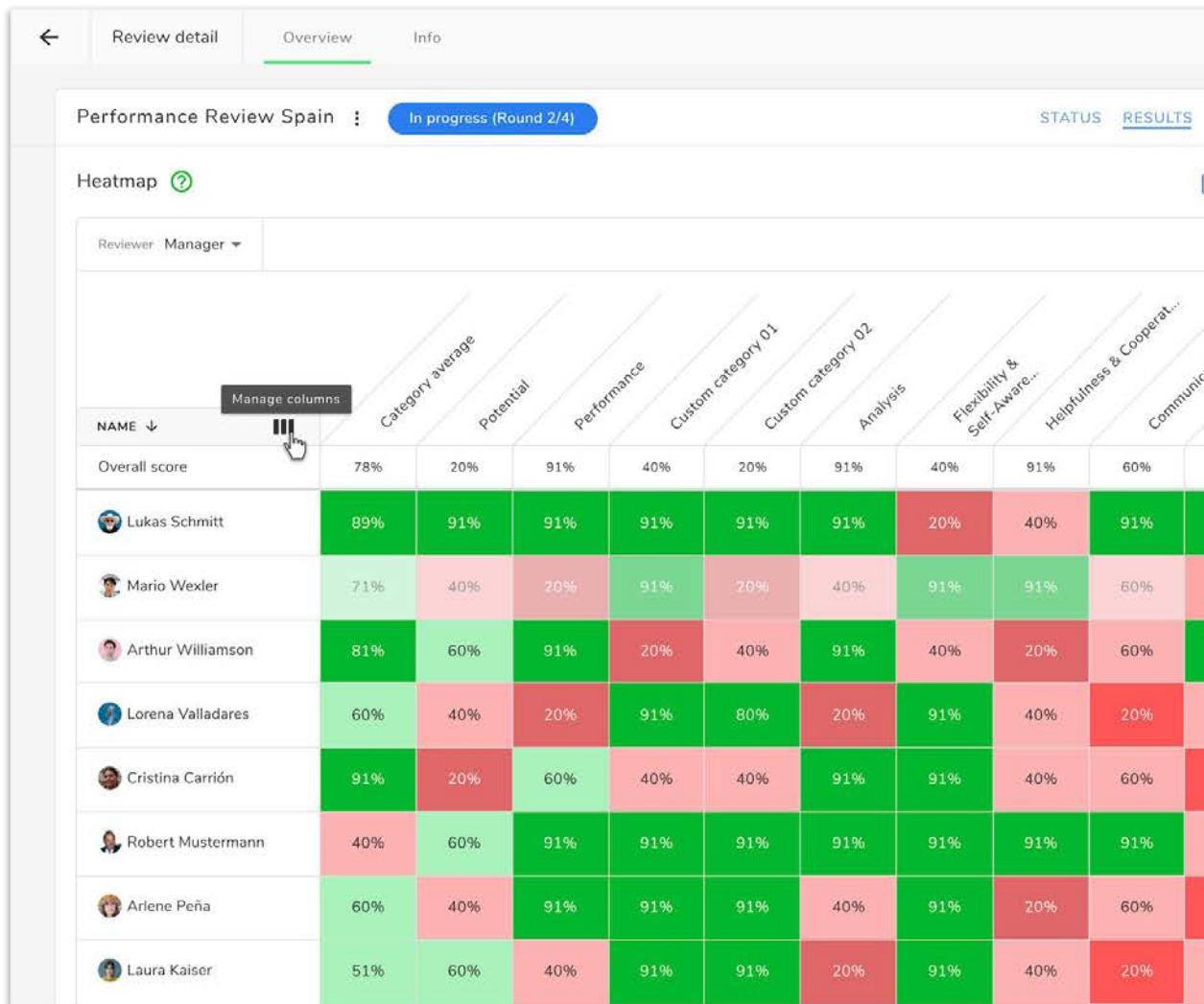
3

Analyse results

Make an impact on the business by identifying and improving employees' skills

- Compare performance and **spot trends between employees and departments.**

Analyse results

Make an impact on the business by identifying and improving employees' skills

- Filter the results by employee, company, office or department.

Analyse results

Make an impact on the business by identifying and improving employees' skills

- Review list: check the status of the reviews by company, teams, or offices. Filter and segment performance reviews per office, team or company.

Analyse results

Make an impact on the business by identifying and improving employees' skills

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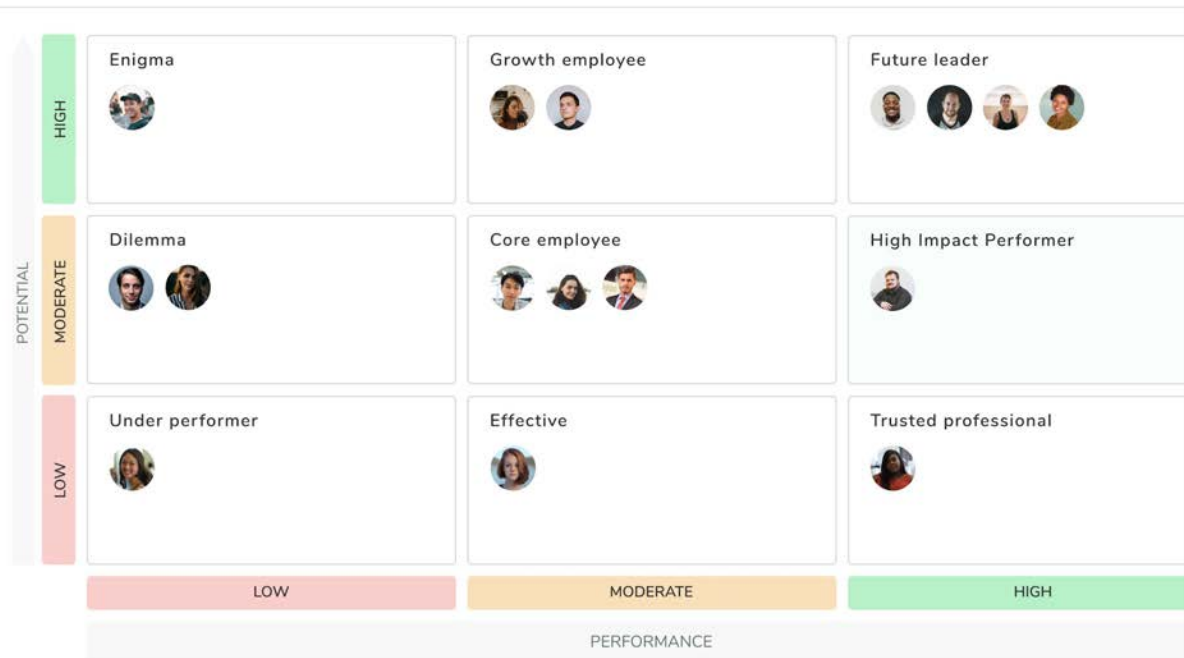
Create action plan

Develop a personalised action plan for company employees

- Promote good performance and prepare trainings for low performance to those who need help.

- Create **skills matrix** that help to align the employee's path.

4

9-Box Grid ⊘

	Enigma	Growth employee	Future leader
HIGH			
MODERATE	Dilemma	Core employee	High Impact Performer
LOW	Under performer	Effective	Trusted professional

LOW	MODERATE	HIGH

PERFORMANCE

POTENTIAL

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Create action plan

Develop a personalised action plan for company employees

- Implement **action plans** based on the outcome of performance reviews.

- Enable employees and managers to **monitor results** of action plans.
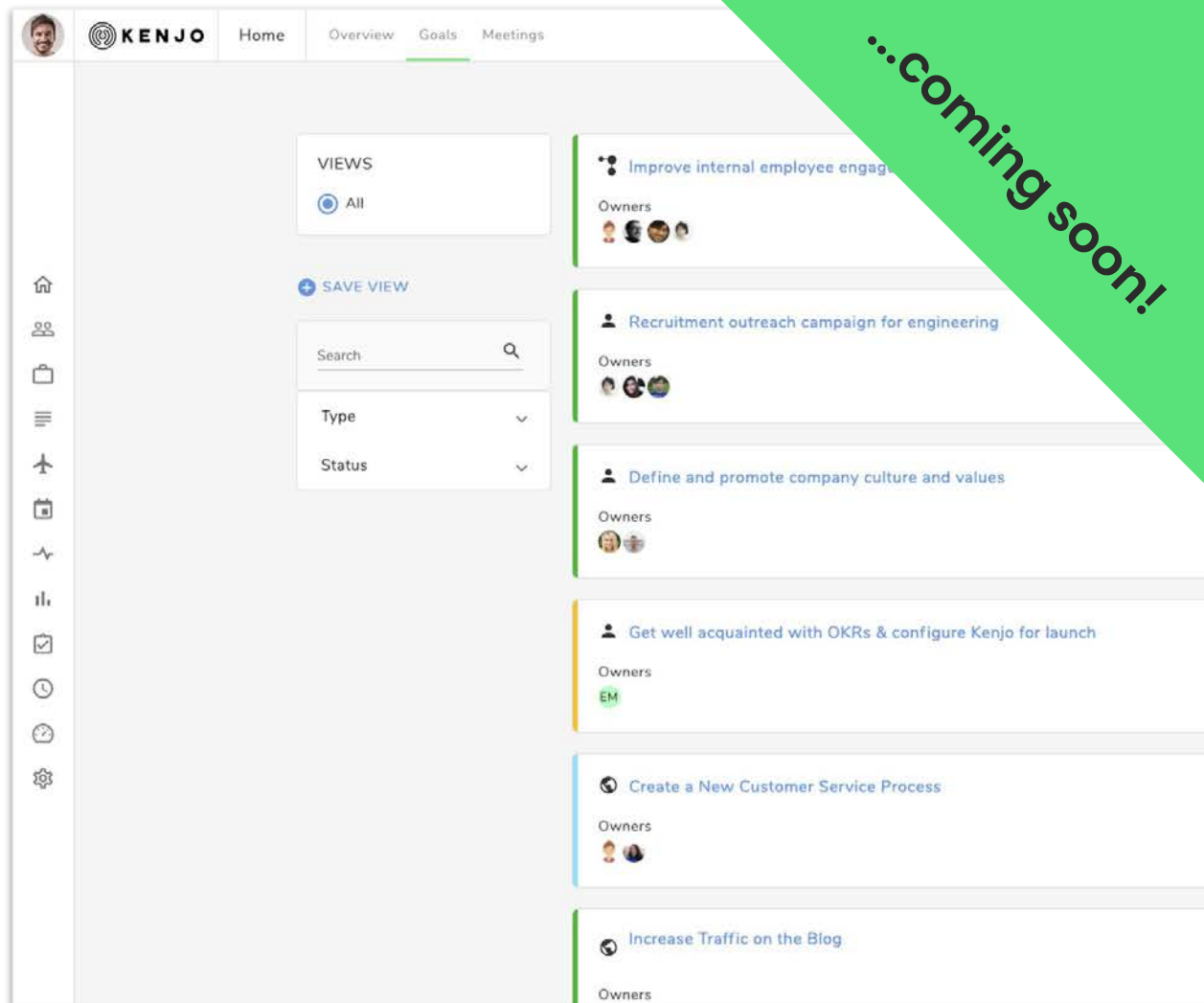
4

...coming soon!

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4

Join us

Why Kenjo?

We have helped over **8,000 employees** to improve their performance management

Get in touch

Book a demo

Berlin office

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09:00 - 18:00 Monday - Friday

Languages spoken

Madrid office

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Languages spoken

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