

Performance Appraisals

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Performance appraisals

Employees want to be paid based on their personal abilities. This is why performance appraisals are so important. It is a way to rate how a person performs at their job. Companies can then base an employee pay rate, or any bonuses on the employee's abilities, not just on the job itself. This is seen as a fairer way to assess someone's pay.

The first use of performance ratings took place in a Scottish cotton mill around the 1800s. Back then, bad performance could get a person tortured, this no longer happens, but they do have an impact on how decisions are made in the work place. Unfortunately, not all performance appraisals are fair. There is a difference between performance ratings and performance judgements. In some cases, it is more of a performance judgement. Normally a manager will review an employee's performance.

In some cases, a manager will enlist the assistance of those who work closest with the employee. One method of ratings is a ratings scale, where numbers are assigned to the rating. If a rating is based on a system of 1-5 with 5 being above standards. Using what is called a 360 method is common. This is when an employee is rated not only by the manager, but also by their peers. This can introduce some bias, which can affect an employee's rating.

What is a performance appraisal?

A performance appraisal is a regular review of an employee's job performance and overall contribution to the company. This is also sometimes called an annual review. Also known as an annual review, it is used to evaluate an employee's skills, achievements, and growth or their lack of growth.

This is a formal process used to assess an employee's effectiveness and productivity. It serves both administrative and developmental purposes. It can help administration make decisions regarding employment actions, personnel planning and training. This can help develop an employee's abilities and improve their performance.

There are three basic functions of a performance appraisal: (1) Provide adequate feedback to each person on their individual performance; (2) Serves as a basis for changing behavior of employee's, modifying their behavior toward more effective work habits; (3) Provides data to managers, that they can use to base future job assignments on.

Performance appraisals can be done by a manager, or by peers. In some businesses, an appraisal by your manager can include a self-evaluation. In my personal experience this is how my company does our evaluations. We are asked to fill out an evaluation form based on how we see our performance in certain areas of our job. This is then passed on to our manager who does the same. We are called into a meeting with our manager to discuss any differences in the evaluation. I find in this type of evaluation; I am usually harder on myself than my manager is.

The second option can be a peer evaluation. In some cases, I feel like this may not be the fairest way to do an evaluation of an employee. In this type of appraisal, your peers would rate you on your performance. I feel like personal feelings could get in the way of a fair appraisal in this type of appraisal. If someone has a grudge against someone, they may evaluate them unfairly.

Sometimes a performance appraisal can do more harm than good. In some cases, a performance review can be so bad that it will actually make performance worse. This happens on average in about one third of the appraisals done. When this happens in most cases, the manager has not given the employee's regular feedback. As an employee, I like to get real time feedback, meaning if I am doing something incorrectly, I want to be told in the moment. If I don't know I can't fix it. I don't feel like waiting for a performance appraisal/evaluation is a good idea. It could make the employee feel attacked.

When performance appraisals are not used properly, they can fail. It may be seen as a pointless practice if not used appropriately. If the appraisal is not structured properly, it will not be effective. Performance appraisals need to be done regularly to be effective. It is not a one-time process. The main reason behind performance appraisals is to assist in improving the overall performance of the employees. They are pointless if the results are not used properly. If the HR department ends up focusing on the administration side of things as opposed to communicating the reason for conducting the appraisals in the first place.

Some alternatives to an annual performance review may be: focusing on accomplishments and goals on a daily basis, more frequent reviews, getting more input from employees, maybe replacing a formal review with a more casual approach to feedback would be a good option. Many businesses may separate feedback from compensation. Normally employees will look at their review as a way to earn more money. Some companies use the reviews to base annual raises in wages on. What

would happen if the annual review was no longer an assessment that raises were based on?

Appraisals can be a way to look at your business goals. They deliver feedback to employee's, and can start a two-way dialogue between managers and employees. It gives an opportunity to offer specific examples and discuss actions. The management can suggest opportunities for improvements, and together the manager and employee can set goals for the coming year.

Performance appraisals may be moving in a more digital direction. Technology is making many advances and there is a new generation of employees, with very different ideas of how employment should look. Workplaces are becoming more employee-tailored. In today's workplace, there is more emphasis on leadership and real time feedback. Employers don't wait for an annual evaluation to give feedback to employees. This make it better in the sense that any issues can be dealt with in the moment. HR will become more focused on performance and productivity as opposed to the traditional emphasis on payroll and benefits.

In conclusion, I believe performance appraisals are important to show employees their personal strengths. It is also a good direction to head in with giving more real time feedback and deal with issues in the moment as opposed to only focusing on them at an annual appraisal.

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