

TRADITIONAL PERFORMANCE APPRAISAL

VS

PERFORMANCE MANAGEMENT IN 2018

One-time annual event		Continuous, ongoing process
A long cycle to evaluate past performance		Consecutive small cycles that offer real-time feedback
Inflexible goals preset at the beginning of a year		Flexible short-term goals revised frequently
Phases include: plan, act, track, and review		Phases include: check-in (set objective), work on goals, receive feedback, and collate data
A tool for measuring employee performance		A tool for coaching and development
No follow-ups or plan for improvement		Periodic feedback and guidance to improve future performance
Subject to bias and favoritism		More transparent process
Archaic, paper-based process		New-age, automated process
Time-consuming and expensive		Time-saving and cost-effective
Negative effect on employee morale		Creates a positive work environment