



## The Complete Guide to Performance Appraisal

Dick Grote

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This guide to developing an appraisal system covers: what an ideal system looks like; the options and approaches available; how to evaluate the performance, write a fair appraisal, and conduct the acute appraisal discussion; and how to create a system from scratch or optimize the one you have. It contains appraisal forms from 12 companies, as well as scripts, diagrams, checklists, worksheets, flow charts and policy samples.



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