

# Performance Measurement

## Training Outline

**Course Length:** 2 to 3 days

**Course prerequisites:** none

### Overview

This workshop provides complete, up-to-date coverage of all aspects of performance measurement – communication, coaching, measuring, rating, reviewing, and developing. This course is an invaluable tool for those who are designing, managing, and evaluating performance management systems. It links performance management to strategy, and discusses it as an organizational culture change mechanism.

## Course Content

**Section I: Performance Management as a Key Tool for Successful Execution of Strategy**

**Section II: How Performance Is Measured Today**

**Section III: Developing a Performance Measurement and Management Approach**

**Section IV: Establishing Expectations**

**Section V: Coaching**

**Section VI: Collecting Performance Data**

**Section VII: Documenting Performance**

**Section VIII: Performance Review and Appraisal**

**Section IX: Performance-Based Pay**