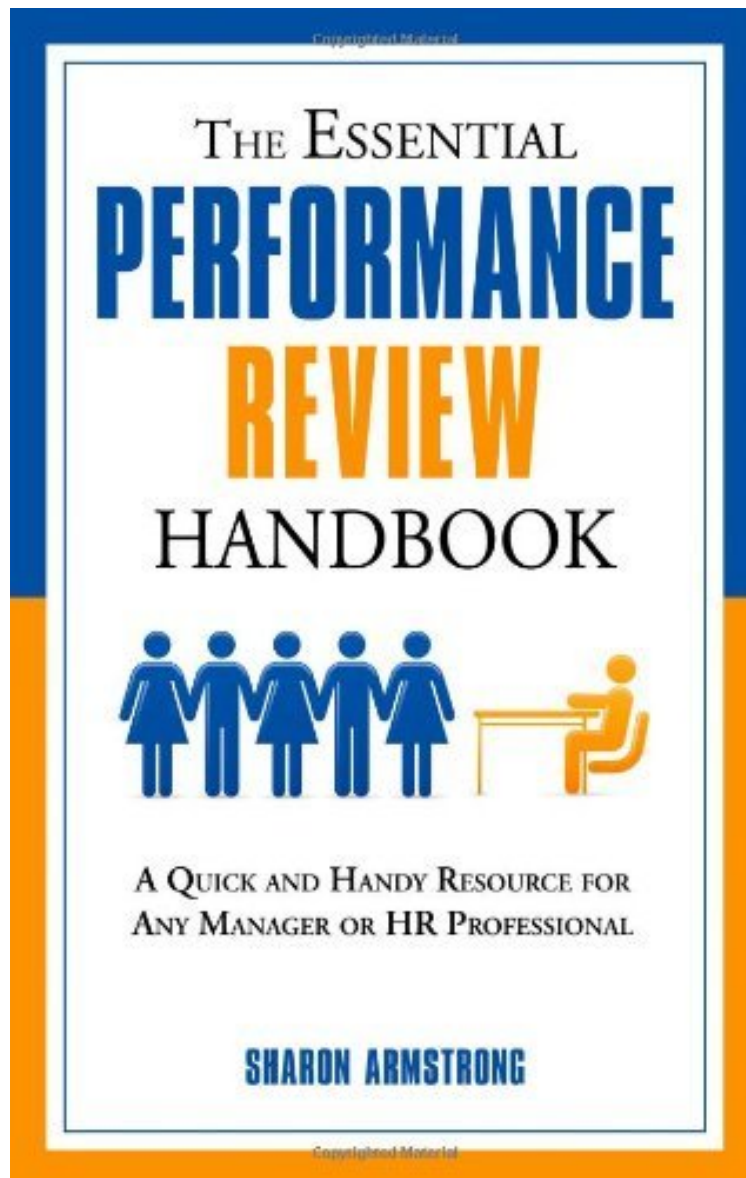


(Mobile library) The Essential Performance Review Handbook: A Quick and Handy Resource For Any Manager or HR Professional

# The Essential Performance Review Handbook: A Quick and Handy Resource For Any Manager or HR Professional

Sharon Armstrong

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**Sharon Armstrong : The Essential Performance Review Handbook: A Quick and Handy Resource For Any Manager or HR Professional** before purchasing it in order to gage whether or not it would be worth my time, and all praised The Essential Performance Review Handbook: A Quick and Handy Resource For Any Manager or HR Professional:

12 of 12 people found the following review helpful. Applicable for a breadth of leadership roles  
By John R. Prince  
This book gave me pretty much what I wanted, which are some best practices for conducting performance reviews. The author illustrates why performance reviews are important to employees, which is often a task that most managers dread. I appreciated the fact the book covers the key elements in performing reviews, as well as varying scenarios that can occur during reviews, in which examples are provided. Also covered are the different types of reviews, scoring matrices, compensation, and compliance rules. While the book is geared toward anyone in a leadership role, I believe those who are in an HR position would benefit more from this book, as many of the book's examples are out of my control (i.e. as a manager, I simply employ the type of review established at my company). The only downside to this book is that over 1/3 of it (70 pages!) contain example review forms. Once again, I must abide by the review form engineered by my company's HR leaders, thus I gained little from those pages.  
1 of 1 people found the following review helpful. The Kindle Version is Not User Friendly  
By Alexa  
This is for the Kindle version of the book. The book is very difficult to read on kindle. Clicking the table of content links do not coincide with the page they are supposed to take you to. Navigating the book on kindle is a nightmare. I wish whoever transcribed this to Kindle would have taken time to make sure it worked properly.  
0 of 0 people found the following review helpful. Need to keep looking  
By Safyre Spitfire  
Unfortunately I did not find this as helpful as I had hoped. This book is really about goals and although it might start the thought process for writing performance statements, the context as provided is highly impersonal.

The Essential Performance Review Handbook turns the writing of such appraisals from a tedious paperwork chore to a powerful management and motivational tool—a valuable new way of thinking about an old task.  
Robert Bly, author of 101 Ways to Make Every Second Count  
This book should be required reading for all employers and their supervisors.  
Henry P. Baer, former chair of the labor employment law practice, Skadden, Arps, Slate, Meagher Flom LLP  
Are performance reviews at your company like fruitcake—you get it every year whether you want one or not? It doesn't have to be like that. Because everyone wants to know how they're doing, how they measure up, and what their chances are for advancement and rewards. And they want to do things right.  
The Essential Performance Review Handbook will help you understand why performance reviews:  
Serve as an important business tool.  
Motivate personnel and increase productivity.  
Help achieve your company goals.  
Improve manager-employee communication.  
Reduce your risk of legal liability.  
Whether you're a manager or a HR professional, this is an indispensable resource to help you create confident, motivated, and productive employees.

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--Henry P. Baer, former chair of the labor employment law practice, Skadden, Arps, Slate, Meagher Flom LLP  
About the Author  
Sharon Armstrong has served as director of human resources at a law firm and several other organizations in Washington, DC. Since launching her own consulting business in 1998, she has provided training and completed HR projects dealing with performance management design and implementation for a wide variety of clients. She is the coauthor of The Essential HR Handbook.