



**Give it to Me Straight
(Effective Performance Appraisals)
Offered by Silvers HR, LLC**

Course Description

This 2 hour workshop is customized for your organization's performance appraisal, assisting the management team in evaluating the format, content and how to best utilize it to give effective performance appraisals.

Who should enroll?

Supervisors, managers, business owners, HR specialists will find this valuable.

Workshop highlights include:

- Performance appraisals...Why do them?
- Types of performance appraisals
- "The best surprise is no surprise"
- Eight ways to ruin performance appraisals
- What does a good appraisal meeting entail?
- Preparing and giving a performance appraisal

Contact us at (916) 791-8506 for more information