

Evaluation and Performance Management

Circle the correct response

#	Question	Answer A	Answer B	Answer C	Answer D	Answer E
1	Regardless of any other timeframe, a new employee should receive a formal performance review...	At the end of their first week of employment	At the end of their first 30 days of employment	If they are going to be dismissed at the end of their probationary period	All of the above	None of the above
2	When is the best time to conduct an employee performance meeting?	At the beginning of the shift	At the end of the shift	During an employee's break	All of the above	None of the above
3	The primary GOAL(s) of conducting employee evaluations and performance reviews is...	To inform an employee on how they're doing	To determine if any pay increases are warranted	Two-way feedback between the employee and the company	All of the above	None of the above
4	The primary RESULT of conducting an evaluation is...	An Action Plan for an upcoming timeframe	To determine if any pay increases are warranted	To determine if further disciplinary action is required	All of the above	None of the above
5	T/F: Human Resources staff can provide support for the evaluation process, but usually are not responsible for actually preparing and/or presenting the performance review.	True	False			

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Section 5 Quiz Answers:

1. B – At the end of their first 30 days of employment
2. B – At the end of the shift
3. C – Two-way feedback between the employee and the company
4. A – An Action Plan for an upcoming timeframe
5. True