

# Performance Management: Setting Objectives & Appraisals

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London (UK)

UK Training

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## Performance Management: Setting Objectives & Appraisals

**Ref:** 322115\_185875 **Date:** 21 – 25 December 2026 **Location:** London (UK) **Fees:** 5400 GBP

### Why This Course

Effective performance management is essential for driving results, developing talent, and maintaining a high-performing organization. When employees clearly understand expectations, receive regular feedback, and feel supported in their growth, both individual and organizational performance improve significantly.

This intensive 5-day program is designed to help managers and HR professionals build a structured and practical approach to performance management. It focuses on setting clear objectives, conducting meaningful appraisals, and creating a culture of continuous improvement and accountability.

### What You'll Learn and Practice

By joining this program, you will:

- Understand modern performance management principles and practices.
- Set clear, measurable, and achievable performance objectives.
- Conduct effective and motivating performance appraisals.
- Provide constructive feedback and coach employees for improvement.
- Align individual performance with organizational goals.

### The Program Flow

#### Day 1: Foundations of Performance Management

- Understanding the purpose and value of performance management.
- Exploring the full performance management cycle.
- Aligning individual roles with organizational objectives.
- Addressing legal and ethical considerations.

#### Day 2: Setting Effective Objectives

- Applying structured goal-setting approaches.
- Cascading objectives from organizational to individual levels.
- Defining performance indicators and measurable outcomes.
- Involving employees in the goal-setting process.

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A graphic of a chessboard with several chess pieces (a king, a queen, a rook, and a pawn) positioned on it. The board is checkered, and the pieces are in gold and silver. The text 'UK Training PARTNER' is overlaid on the board.

### **Day 3: Conducting Performance Appraisals**

- Preparing for structured and effective appraisal discussions.
- Communicating clearly during performance reviews.
- Identifying and addressing performance gaps.
- Documenting appraisal outcomes accurately.

### **Day 4: Feedback and Coaching**

- Delivering constructive and actionable feedback.
- Practicing active listening and effective questioning.
- Applying coaching techniques to support improvement.
- Managing difficult conversations with confidence.

### **Day 5: Continuous Performance Management**

- Building ongoing feedback and performance tracking systems.
- Developing performance improvement plans.
- Recognizing and rewarding high performance.
- Measuring and improving performance management systems.

### **Individual Impact**

- Strengthen your ability to manage and improve employee performance.
- Enhance your communication and coaching skills.
- Build confidence in conducting performance discussions.
- Improve your ability to set and monitor clear objectives.

### **Organizational Impact**

- Improve employee performance and productivity.
- Strengthen alignment between individual and business goals.
- Foster a culture of accountability and continuous improvement.
- Enhance employee engagement and motivation.

### **Training Methodology**

This program emphasizes practical learning through:

- Real-world case studies and performance scenarios.
- Role-playing exercises for appraisals and feedback.
- Interactive discussions and group activities.
- Tools and templates for immediate application.

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A graphic of a chessboard with several chess pieces. A large gold king piece is in the foreground, with a silver pawn and a silver knight behind it. In the background, there are concentric circles and a small gold pawn. The text 'UK Training PARTNER' is overlaid on the image.

## Beyond the Course

By the end of this program, participants will be equipped with the tools and techniques needed to manage performance effectively and consistently.

They will return ready to:

- Set clear and actionable performance objectives.
- Conduct structured and motivating appraisal discussions.
- Provide ongoing feedback and coaching.
- Align performance management practices with organizational goals.

**This course enables professionals to transform performance management into a continuous, results-driven process that supports growth, engagement, and organizational success.**

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A graphic illustration in the bottom right corner showing a chessboard with several chess pieces. A large gold king piece is prominent in the foreground, with a silver pawn and a gold pawn nearby. In the background, there are concentric circles emanating from a point, suggesting a strategic or forward-looking theme.