



Performance Management and Development Spotlight for Supervisors

October 2018

The *Performance Management and Development Cycle* is a process that illustrates the components of a complete performance year via three major phases: **Plan**, **Engage**, and **Evaluate**. During the **Plan** phase, supervisors collaborate with employees in setting their goals and expectations for the performance year. **Engage** involves providing scheduled and in-the-moment feedback to reinforce positive behavior. Finally, the **Evaluate** phase involves summarizing and delivering each employee's annual evaluation.

The resources below are available through **Learning on Demand** to assist you in exploring more on the topic of *Performance Management and Development*.

- [Performance Management: Be Clear on the Goals](#) – video, 3 mins.
- [Better Feedback](#) – video, 4 mins.
- [Performance Evaluation Meeting Preparation](#) – SkillBrief

To learn more about *Performance Management and Development*, exempt and IT professionals can visit **Learning on Demand** by clicking on the link below.

- Go to MyOhio.gov.
- Sign on with your OH|ID Workforce User ID and Password. User IDs and Passwords are case sensitive. Be sure your Caps Lock key is off.
- Click **My Workspace**, then select **Applications** and click **Learning on Demand**.

Please review and adhere to your agency's training and development policies, procedures and guidelines regarding the use of Learning on resources and tools.

For more information about *Performance Management and Development*, email ePerformance@das.ohio.gov or call 614-728-8973.

Engaging and Developing Talent