

# ORACLE PERFORMANCE MANAGEMENT

## KEY FEATURES

- Collaborative, automated performance management
- Cascade one or more objectives to single or multiple employees
- Line of Sight, online visibility of employee objectives alignment with organizational objectives
- Continuous, year-round objective tracking
- Objectives automatically loaded to appraisals
- Appraisals can include competencies and objectives
- Multiple participants can provide feedback in the appraisal
- Appraisals can include multiple variations of questionnaires
- Monitor progress of appraisals and analyze appraisal-rating trends.
- Flexibility to include only objective setting, only appraisals or both objective setting and appraisals to manage performance
- Robust administration capability
- Include Learning paths in appraisals
- Manage appraisals offline

*Today enterprises are increasingly focusing on Performance Management as a central component of their talent management system. How an enterprise manages its performance reflects the difference between effective and ineffective execution of business strategies. Oracle Performance Management provides a robust set of functionality to support enterprises in aligning their workforce to their organizational goals and improving strategy execution.*

## Manage Performance from Boardroom Strategies to Individual Workers' Objectives

To ensure that corporate objectives are successfully met, enterprises must track their objectives through the entire workforce hierarchy from the boardroom, and encourage their workforce to complete their necessary tasks. Oracle Performance Management enables HR Professionals to roll out performance management plans to the entire workforce, incorporating objective setting as well as appraisal tasks.

## Track Objectives Throughout the Year

Employee objectives are tracked throughout the year through personal scorecards and rated at the appraisal time. The task-oriented interface enables employees to track and update their scorecards frequently, as they progress with their objectives. Managers can review and track the progress of employee objectives, provide feedback, and take any action, if required. The objectives are automatically copied into the appraisals at the time of performance review. Performance management plans support multiple appraisals in one period.

Focus Task	Process	Start Date	End Date	Go to Task
My Plans				
Annual Performance Management Plan Cascade or set objectives	Objective Setting	01-Sep-2007 30-Sep-2008	01-Sep-2007 20-Sep-2007	Go to Task
Align objectives	Objective Setting	01-Sep-2007 20-Sep-2007		Go to Task
Transfer scorecards to worker for action	Objective Setting	01-Sep-2007 20-Sep-2007		Go to Task
Review worker changes	Objective Setting	01-Sep-2007 20-Sep-2007		Go to Task
Finish objective setting	Objective Setting	01-Sep-2007 20-Sep-2007		Go to Task
View and track objective progress	Objective Tracking	01-Sep-2007 30-Sep-2008		Go to Task
Manage appraisals: shr_SSRT Appraisal Template	Appraisal	01-Oct-2007 30-Sep-2008		Go to Task

Figure 1. Manager's Performance Management Home Page

A library of objectives enables automatic allocation of objectives to employees' scorecards based on eligibility criteria, and enables employees to copy objectives. Performance Management supports increased efficiency across your enterprise by eliminating repetitive objectives creation for your employees and reducing time-intensive administrative tasks for your HR staff.

### **Cascade Objectives**

Oracle Performance Management provides organizations the flexibility to choose a top-down or bottom-up model for setting individual objectives. Managers can use the mass cascading of objectives feature to cascade one or more of their objectives to single or multiple employees, either by duplicating their objectives or creating new objectives that are associated or linked to their own objectives. You also have the flexibility to allow managers and employees to set their objectives in parallel.

### **View Alignment of Objectives**

Line of Sight is a hierarchical representation of the alignment of objectives in an organization. This feature displays objectives that are aligned or linked to each other in the objectives hierarchy. Line of Sight helps managers and employees to understand how their objectives have been cascaded down through the organization and the association between objectives.

### **Perform On-line Appraisals to Streamline Performance Management**

Use on-line appraisals to measure achievement against objectives, evaluate proficiency in competencies, and assess advancement potential. Appraisals can include separate competency and objectives regions, which you define for your workforce through easily created templates. You can use fast formulas to perform calculations to derive the final appraisal rating. For example, you can combine competencies and objectives ratings and weight them to arrive at the final rating value.

### **Obtain Feedback From Multiple Participants**

The appraisals feature enables you to gather feedback about an employee's performance and development from various participants other than the main appraiser – for example, subordinates and peers.

### **Design Custom Questionnaires to Augment Appraisals**

During performance reviews, employees and appraisers are often required to complete questionnaires. Enterprises can define appraisals that provide different questionnaires for the various participants in the appraisal process – main appraiser, appraisee, reviewers, or other participants.

### **Reporting and Analysis**

Managers can monitor the progress of appraisals using the Appraisal Rating Summary Report. The visual display of appraisal rating information enables managers to understand the rating trends in their hierarchy, and provides the ability to drill down further to the appraisals for more details.

**KEY BENEFITS**

Oracle Performance Management is a robust self-service tool that enables employees and managers to set objectives in line with enterprise strategy, track progress on an ongoing basis, and evaluate overall achievements and identify development areas. It is integrated with competencies, Oracle Learning Management, and with Oracle Compensation Workbench.

**RELATED PRODUCTS:**

Leverage the Oracle E-Business Suite to gain added value by taking advantage of prepackaged integrations to:

- Oracle Self-Service HR
- Oracle Learning Management
- Oracle Compensation Workbench

**RELATED SERVICES**

The following services are available from Oracle Support Services:

- Oracle E-Business Suite Accelerators
  - Oracle Application Solution Centers
  - Oracle University
- Oracle Consulting

**Manage Appraisals Offline**

Main appraisers, appraisees, and other participants can manage appraisals offline. They can download in-progress appraisals into Microsoft Excel format, update the appraisals without connecting to the application (for example, away from the workplace), and upload them later.

**Integration with other Talent Management Products**

As competencies are a central integration point for talent management, updates made to competency data in appraisals are reflected in the Self-Service Human Resources competency profile and used in Suitability Matching.

The integration between Oracle Performance Management and Oracle Learning Management enables managers to designate an appropriate learning path for an employee within the appraisal, depending on the individual's development needs.

Seamless integration with Compensation Workbench that enables managers to view Appraisal details of completed performance appraisals from Compensation workbench.

**Oracle E-Business Suite—The Complete Solution**

Oracle E-Business Suite enables organizations to efficiently manage human capital processes, manufacture products, ship orders, collect payments, and more—all from applications that are built on unified information architecture. This information architecture provides a single definition of your customers, suppliers, employees, and products—all aspects of your business. Whether you implement one module or the entire Suite, Oracle E-Business Suite enables you to share unified information across the enterprise so you can make smarter decisions with better information.

**Contact Us**

For more information about Oracle Performance Management, please visit [oracle.com](http://oracle.com) or call +1.800.ORACLE1 to speak to an Oracle representative.



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