

21 Great Appraisal Questions

Looking for a way to get good feedback from your Appraisals? Ask good questions.

Here are some of the questions we've seen and liked:

1 What would you like your next position to be? How do you think you can best work toward reaching that goal?

2 Are there elements that would be helpful for your job or career development? Is there training you would like to receive?

3 What long-range goals would you set for yourself? Are you working toward reaching those goals now?

4 How is your current job preparing you for the goals you have set for yourself?

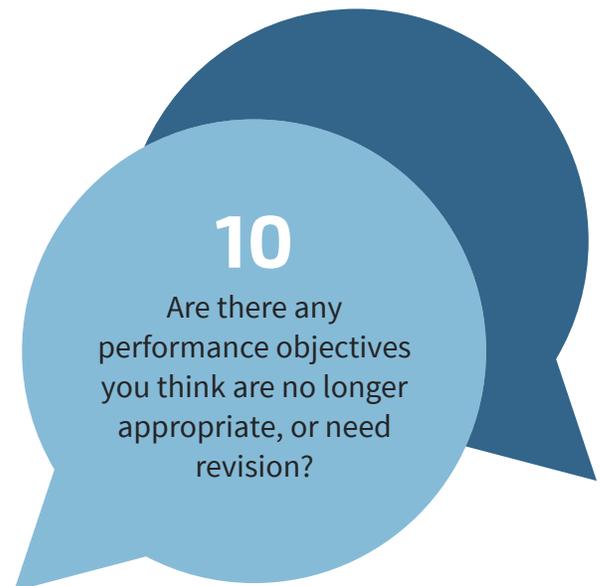
5 What needs to happen for you to find our planned appraisal meeting really motivational?

6 How would you evaluate your performance against the agreed objectives?

7 What have been your key achievements and successes?

8 What areas for development have you identified? How can we best meet those development needs?

9 Are there challenges facing the team or business that will require new or revised performance objectives?



21 GREAT APPRAISAL QUESTIONS

- 11** What went well over the last year?
- 12** Did you creatively use resources this year to achieve goals or solve problems? Please describe.
- 13** How did you work with your team or others to achieve goals?



14 Nobody's perfect. Please reflect upon something that could have gone better. Is there anything you would do differently?

- 15** Think ahead. What goals may have been pushed out that you may want to accomplish next, and how?
- 16** What is one area you feel we can get better as a company? How would you improve this?
- 17** Does your job description match your actual activities? If not, how has your job changed and how would you change your job description?
- 18** When you do a great job, how do you like to be recognized and rewarded?
- 19** What was your favorite project or job activity in the last appraisal period?
- 20** What specifically makes you stay with our organization? Is there anything that might tempt you to leave the business?
- 21** How does your role align to the company's objectives?