



Performance Appraisal Management

Developed Exclusively for
Sage Abra HR

Make Sound Business Decisions

Make sound pay and promotion decisions, support corrective actions, and develop employee strengths to improve productivity and impact your bottom line. With measured results, you can make sound business decisions based on actual performance.

Align Performance with Goals

PAM tracks past, present and future performance and quantifies the results, aligning individual performance with company objectives.

Maintain Data Security

Sensitive employee information remains in Abra HR maintaining employee confidentiality and data security. There is no need for moving or converting data.

Electronic Workflow

PAM tracks appraisal actions, showing them on the Digital Dashboard and notifying reviewers and approvers with automatic email alerts. Appraisals are created, routed, reviewed, scored, and even signed electronically.

Customize for Your Company

Fully customize reviewers and approvers, appraisal language, terms, and views to create a performance process that matches your culture.

Manage Cost and Time

With no paper to move, you can focus on achieving your business goals, and leave the performance review logistics to PAM. Employees save time and you save money.

SAGE ABRA

Appraisals For Virgil L. Brown (1 Open, 2 Total)

Year	Sequenc	Status	Type	Attachments	View...
2007	1	HR	Annual	No	None
2006	1	Final		No	None

Appraisal for Year 2006 Number 1

Or	Criteria	Score	Virgil	Comment	Weight	Nora	Comment	Weight
1	Competency Factors							
2	TECHNICAL / PROFESSIONAL KNOWLEDGE	4.00	4.00	I've demonstrated Technical and	50	4.00	Virgil's technical competence	100
3	QUALITY / ACCURACY	4.00	4.00	I demonstrated adherence to	50	4.00	Adherence to quality standards	100
4	CREATIVITY / PROBLEM SOLVING	4.00	4.00	I demonstrated creative problem	50	4.00	The Smith Project was delivered	100
5	ORGANIZATION / TIME MANAGEMENT	4.00	4.00	I demonstrated exceptional	50	4.00	Virgil built a team of	100
6	SAFETY	4.00	4.00	I demonstrated safety when I ...	50	4.00	All safety and security	100
7	DECISION MAKING / JUDGEMENT	4.00	4.00	I demonstrated exceptional	50	4.00	Virgil's decision-making and	100
8	PROJECT MANAGEMENT	4.00	4.00	I demonstrated exceptional project	50	4.00	Virgil has exceptional Project	100
9	TEAM PLAYER / WORKING WITH OTHERS	4.00	4.00	I demonstrated exceptional team	50	4.00	Exceptional Team Player.	100
10	GOAL	4.00	4.00	The smith project was delivered on	50	4.00	In spite of customer delays and	100
11	GOAL	4.00	4.00	The major goal throughout this	50	4.00	Virgil did an exceptional job	100
		4.00						

Meet your corporate objectives and improve your bottom line with PAM: Performance Appraisal Management for Sage Abra HRMS, an automated, totally paperless system that links directly to Sage ABRA. With Sage Abra integration, managers can view their employee's job history, attendance records, salary information, Abra Notes, and Abra Training directly from PAM. Your company protects sensitive employee information without the need for data conversion or duplicate entry.

The Digital Dashboard, PAM's HTML front end, streamlines appraisal management, immediately showing required actions, required group actions, and for the Appraisal Manager, a summary snapshot of the performance process for easy process management.

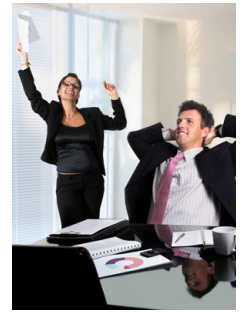
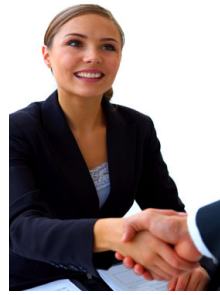
When appraisals are ready for an action, PAM notifies the appropriate person with an email alert. PAM tracks approvers and reviewers, allowing appraisals to be written, scored, approved and even signed electronically. PAM manages the performance appraisal process, while you manage your business and your employees.

Automated, weighted scoring makes PAM the system of choice when it comes to reviews. In addition, PAM allows customized, limited appraisal viewing for scorers, maintaining the integrity of peer-reviews. PAM calculates average weighted scores for reviewers and for measurement criteria.

Get started quickly with PAM's customizable setup options. Review groups can be defaulted to Supervisor only, Supervisor and Employee, or 360° Peer Review and you choose the weight for reviewers. Measuring performance can be done with open, text-based forms, or with unique performance review templates that you create. Criteria templates can be automatically linked to Sage Abra job codes or organizational levels and you can attach different scoring ranges to measurement criteria to accurately reflect your company's guidelines. After setting the defaults, you can easily override them for individuals or individual appraisals. PAM even allows you to include reviewers and approvers who are not in Sage Abra. You define appraisal components, as well as who can view, modify, and approve them.

From developing innovative solutions to providing award-winning customer support, Perryman & Associates is dedicated to surpassing the expectations in all aspects of our business. For more information about PAM, contact your local Sage Abra business partner, Pacific Data Marketing, or call us directly at 800-551-6875.

At Perryman, we work to help people and businesses realize their full potential.



Performance Appraisal Management for SAGE Abra HRMS

Features

Seamless Integration with Abra HR

PAM's tight integration with Sage Abra HRMS eliminates duplicate data entry and guarantees accurate employee information. PAM collects employee demographics such as salary, attendance, job history, Abra Notes and Training and displays it on the performance appraisal. Sensitive employee information is viewable only by the managers who need it to complete appraisals.

Setup Defaults for Quick Start

Global setup options, sample appraisals, and Sage Abra integration allow you to implement PAM quickly to get the results you need. Open, text-based appraisal forms are the default, but you can define measurement criteria for similar job functions, which can be automatically linked to Sage Abra job codes or organizational levels. You set default reviewers as Supervisor only, Supervisor and Employee, or 360° Peer Review. For approvals, PAM defaults to the company hierarchy in Sage Abra.

Flexible and Customizable

Appraisals can be as simple or as detailed as the organization needs them to be. Any default setting can be changed for an individual's appraisal. You can customize appraisal forms, changing tabs, labels and fields for different user groups. Your performance appraisal process can be as unique as you are and provide you with the specific results you need.

Effective Employee & 360° Peer Reviews

Preserve the integrity of 360° Peer Reviews by letting PAM determine who views which screens. By default, PAM limits what peer reviewers see when they score appraisals, maintaining the honesty and integrity of the peer reviewed appraisal.

Electronic and Totally Paperless

With PAM's electronic work flow, supervisors know when to create appraisals, reviewers know when to peer review, and approvers know when it's time to approve. When the appraisal is final, it can be electronically signed for a totally paperless process.

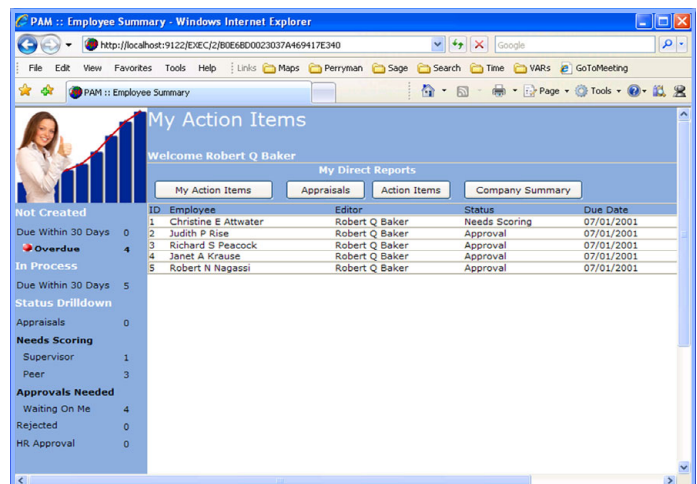
Manage Past AND Future Performance

Once in the system, past appraisals are accessible for future reviews. Managers have on-demand status of current appraisals as they are reviewed and approved. Future goals and objectives show up on the next appraisal, allowing management to focus on organizational goal achievement.

Digital Dashboard Snapshots

The HTML Digital Dashboard front end provides an instant status for appraisal users.

- My Action Items shows users what tasks needs to be done now.
- Managers can view Appraisals and Actions for their group on the My Direct Reports pages.
- The Company Summary page gives a bird's eye view of your entire appraisal process.



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