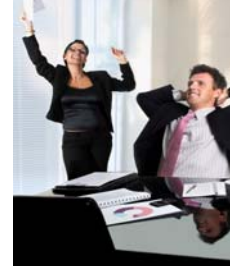# Performance Appraisal Management

Web-based Performance Appraisals

This web-based performance appraisal management system is a role-based system with a SQL driven back end.

Activity Center

This workflow driven user interface is a personal portal which allows users to see the status of any appraisals they are responsible for at any moment in time.

Message Center

This area alerts users to actions that need to be taken or have been taken on any appraisals they are responsible for.

Employee Goal Management

Set and define individual employee goals related to personal and professional development.

Hand-in-Glove Integration with Sage Abra

Seamlessly integrates with the HR (required), Attendance, and Train modules of Sage Abra.
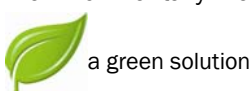
Employee Electronic Signature

Employees can sign off on appraisals electronically with no need for a signature pad.

Spell Check

Misspelled words in any notes or comments areas will appear underlined in red. Right-clicking on the misspelled word will result in correct spelling suggestions.

Paperless

This completely paperless system allows you to manage employee performance in an environmentally friendly way.

a green solution

Meet your corporate objectives and improve your bottom line with Performance Appraisal Management for Sage Abra HRMS, an automated, paperless system that integrates seamlessly with Sage Abra.

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.

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' measurement criteria and provides an overall weighted average score for the appraisal.

Performance may be documented through 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. Defaults can easily be overridden for individual appraisals. PAM even allows you to include reviewers and approvers who are not in Sage Abra.

At Perryman Software, we help people and businesses realize their full potential. From developing innovative solutions to providing award-winning customer support, Perryman Software is dedicated to surpassing expectations in all aspects of our business. For more information about PAM, contact your Sage Abra business partner, call us directly at 800-551-6875, or visit our website at www.performancepam.com.

Performance Appraisal Management
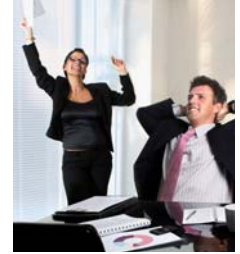
Key Features

Seamless Integration with Sage Abra HRMS	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, however 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	Brand your company and tailor the look and feel of the system based on user role. 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.
Message Center	The Message Center provides customized alerts to users based on actions that must be taken or have already been taken on any appraisals that user is responsible for.

Serving Companies in the US and the Caribbean for Over 15 Years

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