

## A STUDY ON PERFORMANCE MANAGEMENT AND APPRAISAL

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### ABSTRACT

Performance management and appraisal is a crucial process in an organization that seeks to align individual performance with organizational goals. This research paper aims to explore the significance, objectives, challenges, strategies, and literature review of performance management and appraisal. The study will utilize mixed research method approach that combines both qualitative and quantitative methods of data collection and analysis. The findings of the study will prove insights into the importance of performance management and appraisal, the challenges that organizations face, and strategies that can be adopted to improve the process.

**Keywords:** Performance Management, Appraisal, Organizational Goals, Individual's Performance

### INTRODUCTION

Performance management and appraisal is a systematic process that aims to evaluate the performance of employees in an organization. It involves setting objectives, providing feedback, and assessing the performance of employees to determine their strengths and weaknesses. The process of performance management and appraisal is critical in aligning individual's performance with organizational goals. It ensures that employees are working towards the achievement of the organizational objectives.

### SIGNIFICANCE OF THE STUDY

The significance of this study is to highlight the importance of performance management and appraisal in organizations. The study will explore the challenges the organizations face in implementation the process and provide strategies that can be adopted to improve the process.

### OBJECTIVES OF THE STUDY

1. To identify the significance of performance management and appraisal in organizations.
2. To identify the challenges that organizations face in implementing performance management and appraisal.
3. To identify strategies that can be adopted to improve the process of performance management and appraisal.

## DEFINITIONS OF KEYWORDS

**Performance Management:-** The process of setting objectives, providing feedback, and assessing the performance of employees in an organization.

**Appraisal:-** The process of evaluating the performance of employees in an organization.

**Organizational Goals:-** The objective that an organization aims to achieve.

**Individual Performance:-** The performance of individual employees in an organization.

**Mixed research method:-** A research method that combines both qualitative and quantitative method of data collection and analysis.

**Data Collection:** - The process of collecting data for analysis.

**Data Analysis:** - The process of analysis data to draw conclusions.

**Strategies:** - Plan or actions that can be adopted to achieve specific objectives.

## RESEARCH METHODOLOGY

This study will utilize a mixed research method approach that combines both quantitative and qualitative methods of data collection and analysis. The qualitative method will involve the use of interviews and focus groups to collect data from employees and managers in organizations. The quantitative method will involve the use of surveys to collect data from a larger sample size. Data analysis will involve both qualitative and quantitative analysis.

## LITERATURE REVIEW

Employee performance appraisal is an effective tool or vehicle for assessment of employee performance and implementation of strategic initiative for the improvement of employee performance (Lawler and McDermott, 2003). However, a considerable literature stream also suggests that there exists dissatisfaction in employees regarding performance appraisal system (Mercer, 2002; Roberson and Stewart, 2006; Moullakis, 2005). For instance, Morgan (2006) noticed that performance appraisal in many organizations has not met expectations of employees. In the same vein, prior findings by Smither and London (2009) have elucidated those 80-90% managers reflect that performance appraisal has not been effective in improving employee and organization's performance.

## INTRODUCTION OF PERFORMANCE MANAGEMENT AND APPRAISAL

Performance management and appraisal is a process that involves setting objectives, providing feedback, and evaluating the performance of employees in an organisation. The process aims to align individual performance with organizational goals.

## IMPORTANCE OF PERFORMANCE MANAGEMENT AND APPRAISAL

Performance management and appraisal is important in organizations for the following reasons

1. It aligns individual's performance with organizational goals.
2. It provides a basis for identifying employees strengths and weakness.

3. It provides feedback to employees on their performance.
4. It provides a basic for making decisions on employee promotions, training, and development.

## **CHALLENGES REGARDING PERFORMANCE MANAGEMENT AND APPRAISAL**

Organizations face the following challenges when implementing performance management and appraisal

1. Lack of employee involvement in the process.
2. Inadequate training for managers and employees on the process.
3. Inadequate communication between managers and employees.
4. Lack of consistency in the process across the organization.

## **STRATEGIES**

1. Involve employees in the process:- employees should be involved in the performance management and appraisal process to ensure that they understand the process and are committed to its success.
2. Provide adequate training:- Managers and employees should be provided with adequate training on the performance management and appraisal process to ensure that they understand the process and implement its effectively.
3. Improve Communication:- Communication between manager and employees should be improved to ensure across the organization to ensure that it is fair and objective.

## **CONCLUSION**

Performance management and appraisal is a critical process in organizations that's aims to align individual performance with organizational goals. The process provides feedback, identifies employee strengths and weaknesses, and provides a basic for decision-making on promotions, training and development. However, organizations face challenges in implementing the process, including lack of employee involvement, inadequate training poor communication and lack of consistency. Strategies that can be adopted to improve the process, include involving employee involvement, inadequate training, improving communication and ensuring consistency.

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