



Goal Module

Perfect performance, all round

Because we know that good performance management happens all year round, Carbon360's Goal Module is designed to help you establish and maintain an efficient, workable performance management process.

The Goal Module centres around managing goals for an individual that you can group into categories and are based on the SMART goal setting principle.

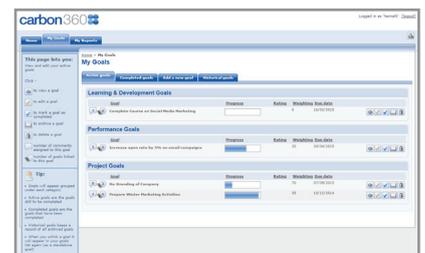
S specific
M measureable
A achievable
R realistic
T time-bound

Of course setting goals is just the beginning of the process so Carbon360 is designed to promote regular reviews and informal catchup sessions between managers and their employees.

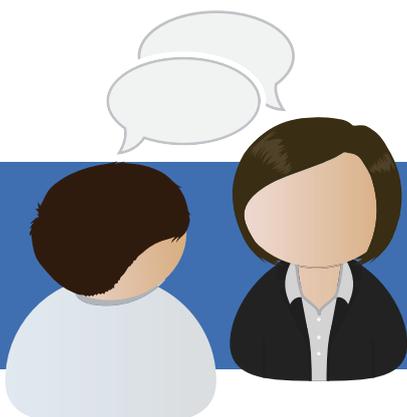
The exact timetable of reviews can be specified by you, to make sure your performance management process suits the key periods in your company calendar.

An effective performance management process empowers individuals to take responsibility for their own goals, engages them to actively communicate and manage their own performance.

Regular on-going communication between individuals and managers is essential throughout the process. This can take different forms depending on the organisation.



Employees take ownership of their goals



Speak to the Carbon360 team to find out more, or book a free online demo to see it in action

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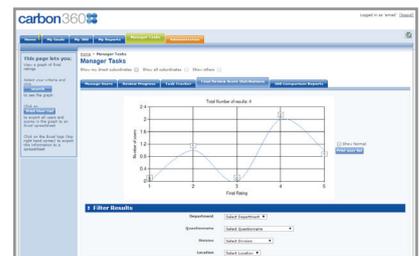
For example, progress notes logged against each goal, dividing targets into sub-goals, regular meetings, informal one to one sessions and goal reviews can all be used and managed in Carbon360 to ensure that both managers and individuals are keeping track of progress.

Reporting is simple when following a practice of on-going, open and genuine communication and feedback and Carbon360 provides you with several types of reports to support your goal management:

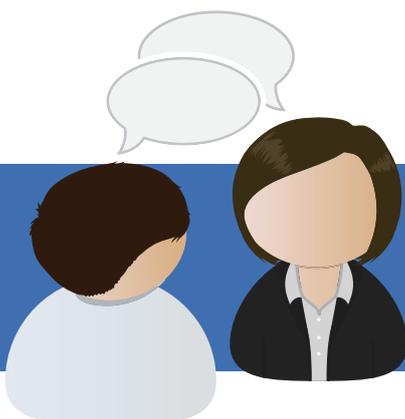
- Regular reports to document goal progress
- Informal, adhoc printable reports lets you host impromptu, but fully informed reviews.
- End of year reports show a full record of the year's work, including goals and can include an overall score, and comments from all invested parties.
- Management information reports



Instantly print out a report for a quick catch-up



Company-wide reporting



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