360 Degree Feedback Report

Report Preview

Contributions Requested	
Peer	1
Manager	1
Stakeholder	1
Direct Report	1
Other	1
Self	1

CMP Institute 360 Feedback Report

Date Created : Fri 18 Nov 2011

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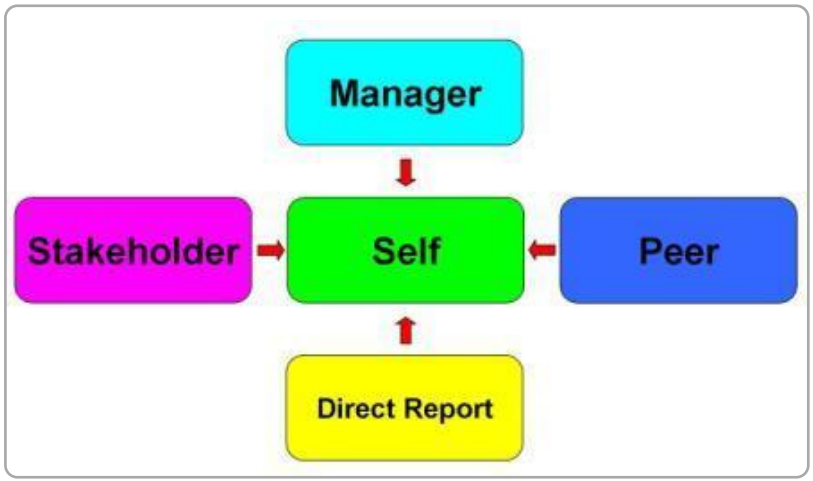
Introduction

360 Feedback



Scoring Scale

- N/A Leave blank if no evidence
- 1 - Never
- 2 - Rarely
- 3 - Sometimes
- 4 - Mostly
- 5 - Always

This report is designed to allow you to compare how well you demonstrate the behaviours that lead to high performance in your role.

As a result you will be able to identify areas where you demonstrate what is required and areas where some development would be of benefit.

A questionnaire containing a series of numerically graded questions is completed by yourself and selected individuals that you have a working relationship with.
The results of the completed questionnaires are combined to form a series of charts and comments within this report, which allow you to compare your self-perception with the perception of others, a process that provides a powerful insight.

The main purpose of creating this report is to allow you to create a plan of action. The plan you create **must** be 'realistic' and 'relevant'.

.1. Explore each of the charts in turn asking the following simple questions:
- What relevance is this chart to me ?
- What action could I take to develop the 'weaker' areas ?
- How do I capitalise on the 'stronger' areas ?
- What are the differences in perception across the people responding ?
- What could be causing these differences ?
- What action could be taken to influence these perceptions ?

.2. Compare your observations from the charts to the comments people have added asking:
- Do the comments reinforce the charts?
- Do the comments contradict the charts?

.3. Identify the key areas you believe need further attention and:
- Generate a realistic personal action plan for each of the areas.

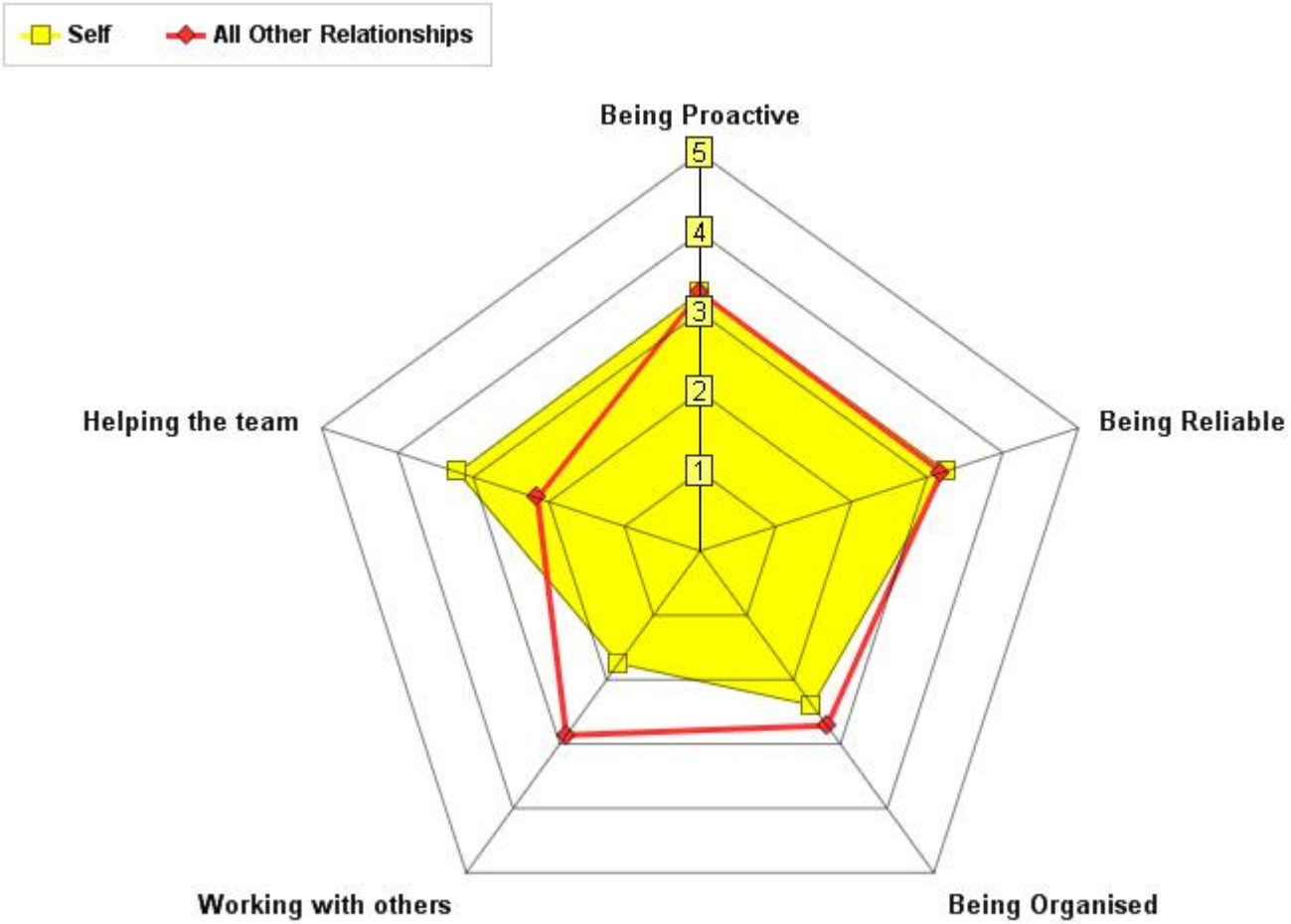
.4. Discuss your observations and conclusions.

.5. Review progress frequently.

.6. Keep this report and compare it with your next report.

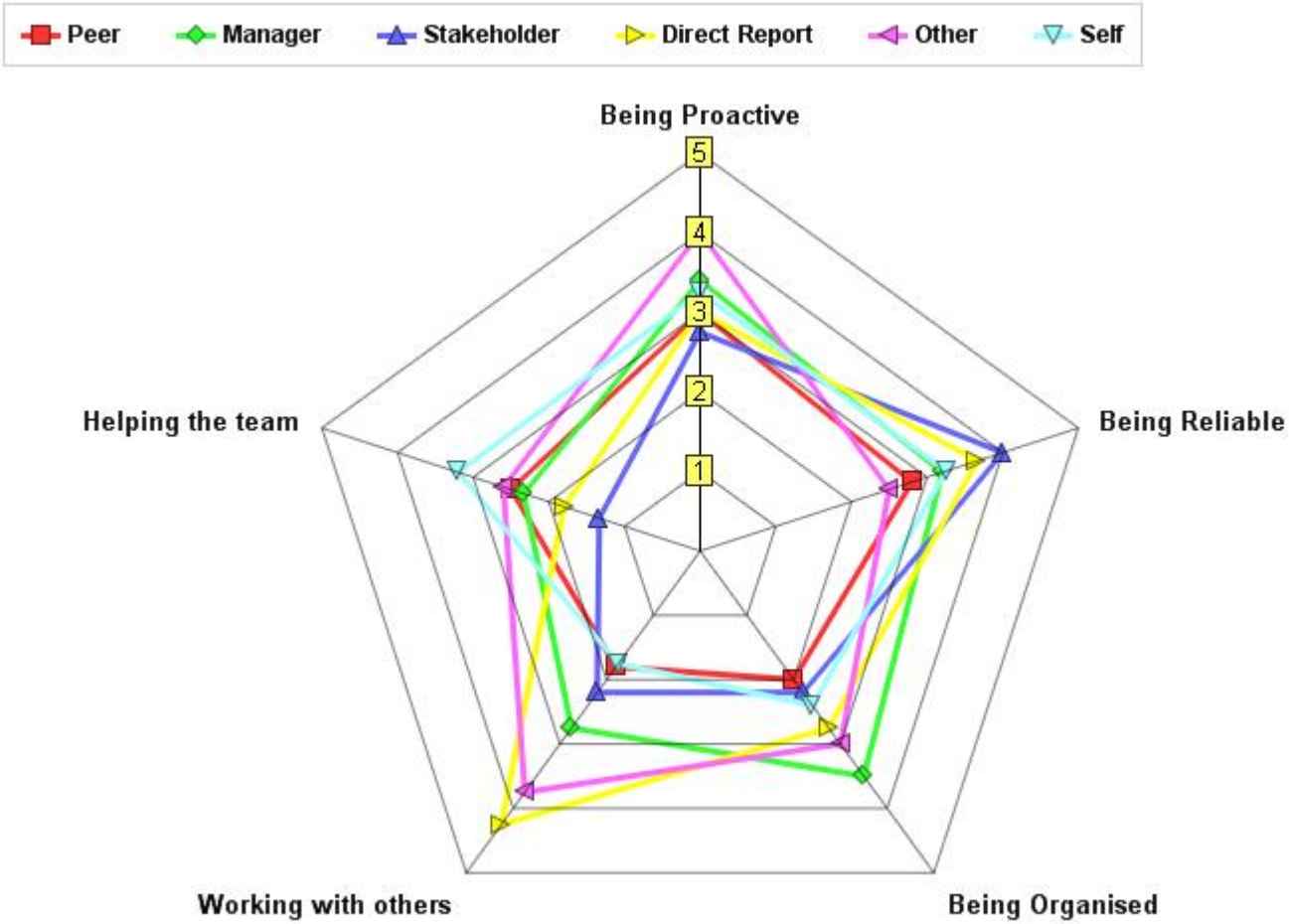
Overall Combined Scores

Average scores for each group of questions - shown by 'Self vs All Other Relationships'



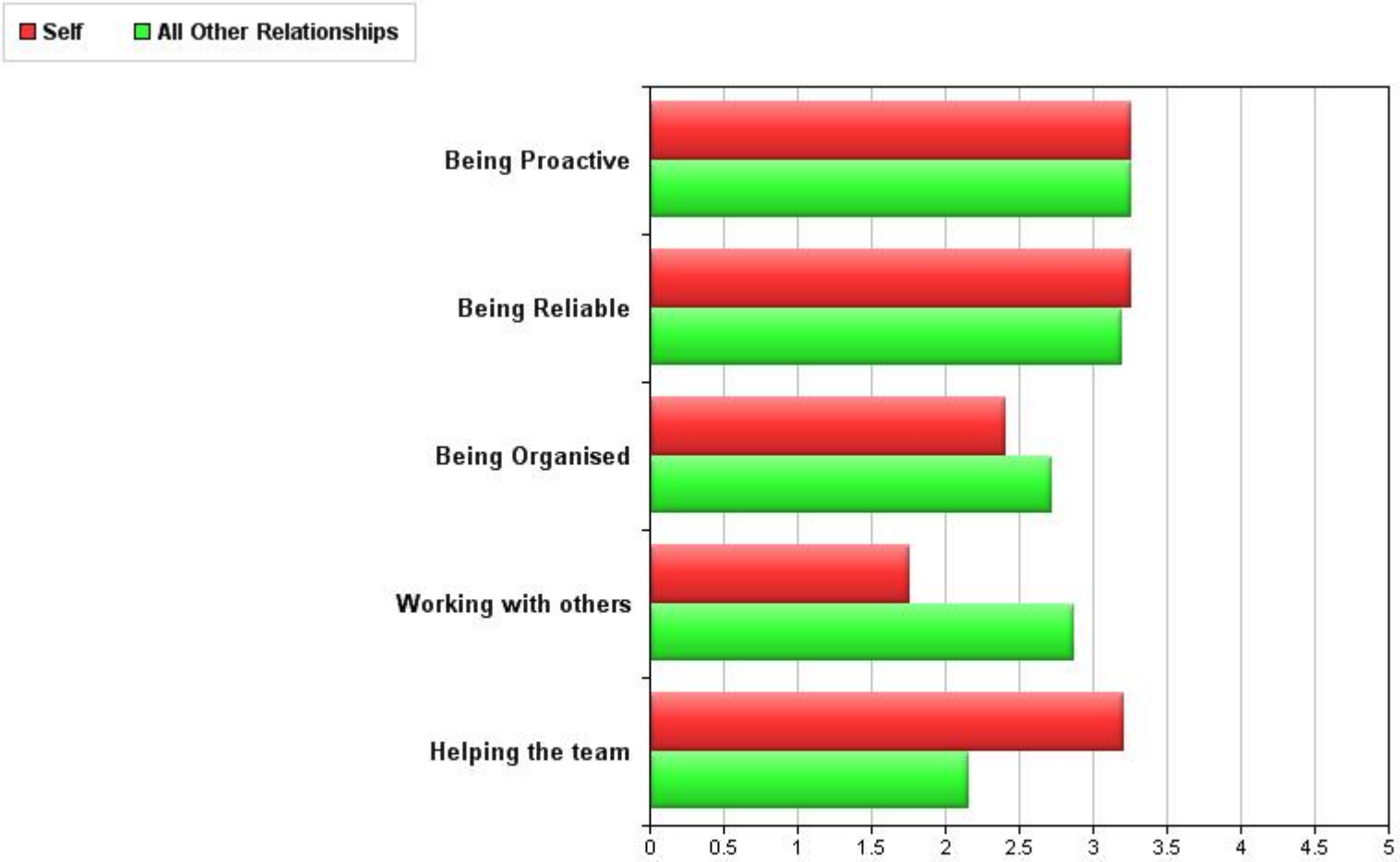
Overall Scores

Average scores for each group of questions - shown by all relationships



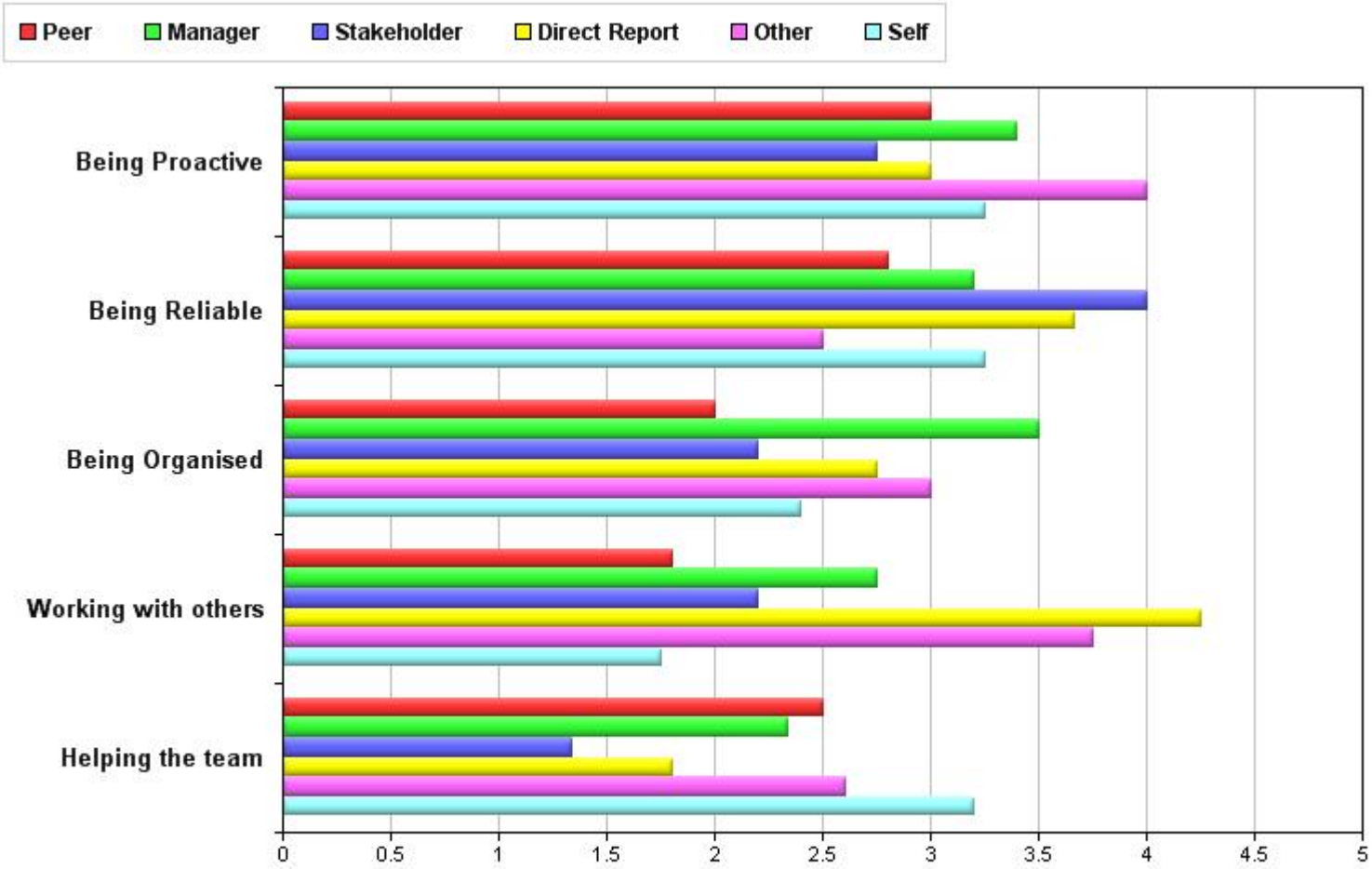
Overall Combined Scores

Average scores for each group of questions - shown by 'Self vs All Other Relationships'



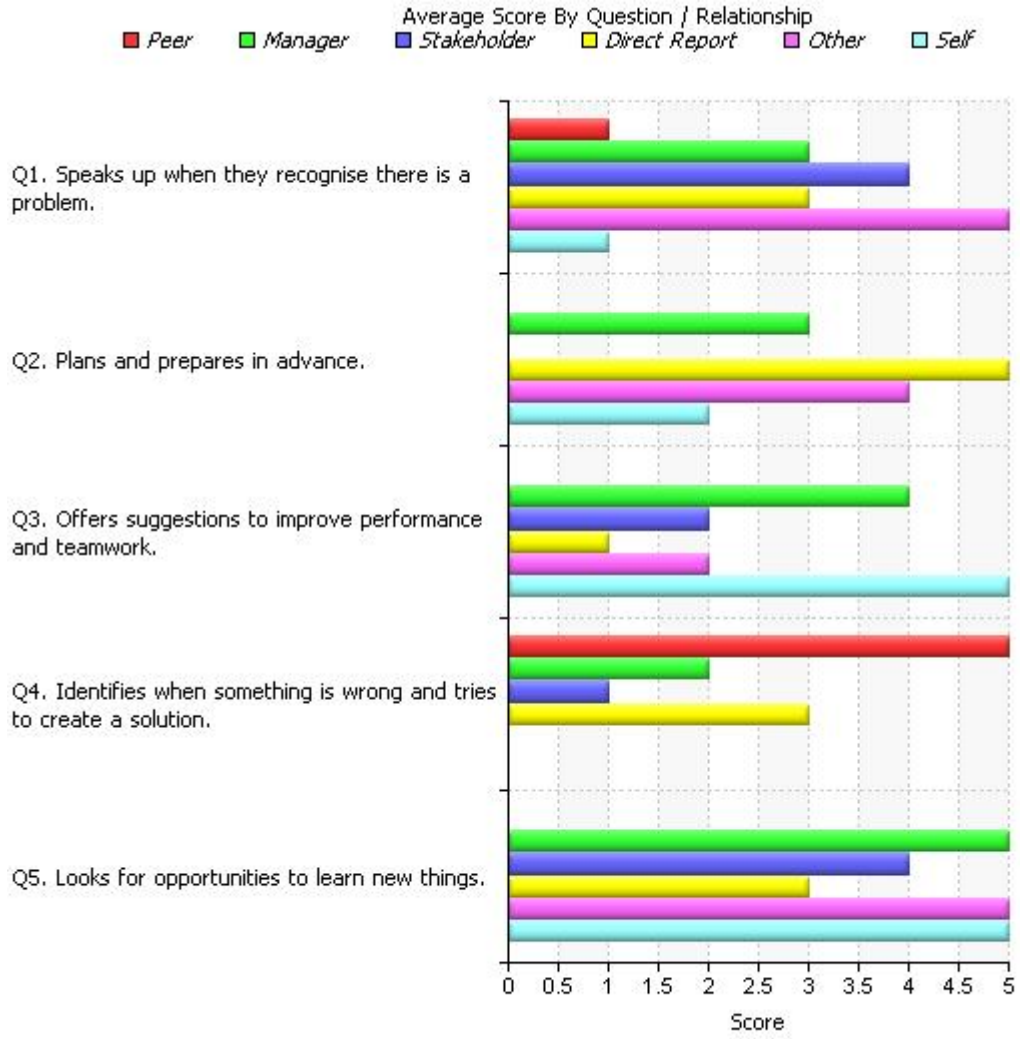
Overall Scores

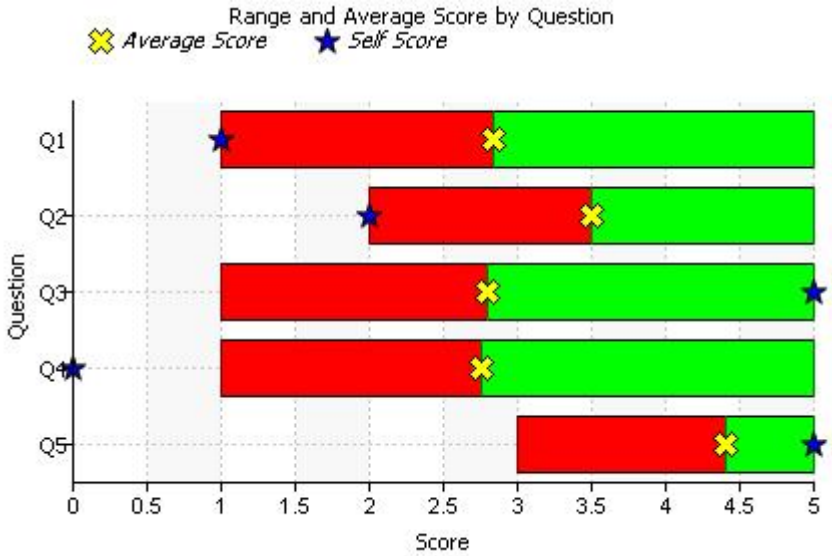
Average scores for each group of questions - shown by all relationships

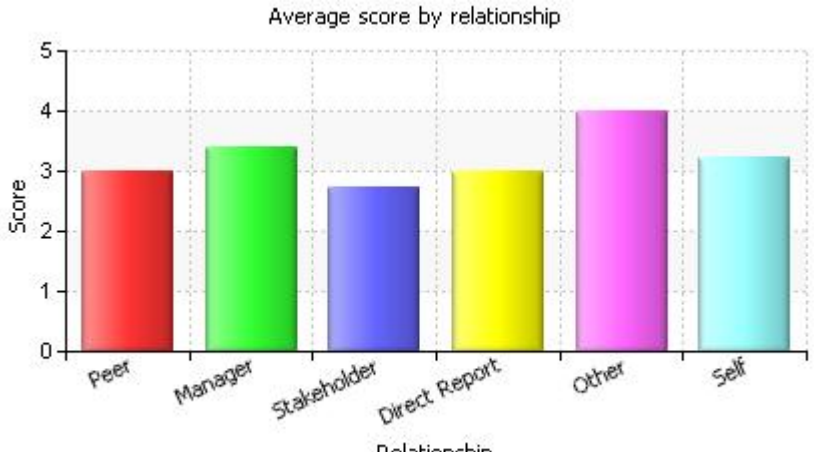


Being Proactive

Group Analysis







Being Proactive

C1. Being Proactive - Supporting comments and suggestions.

Peer

Average performer, needs inspiring

Manager

Could do better at managing their time

Stakeholder

Poor time keeping and interpersonnel skills

Other

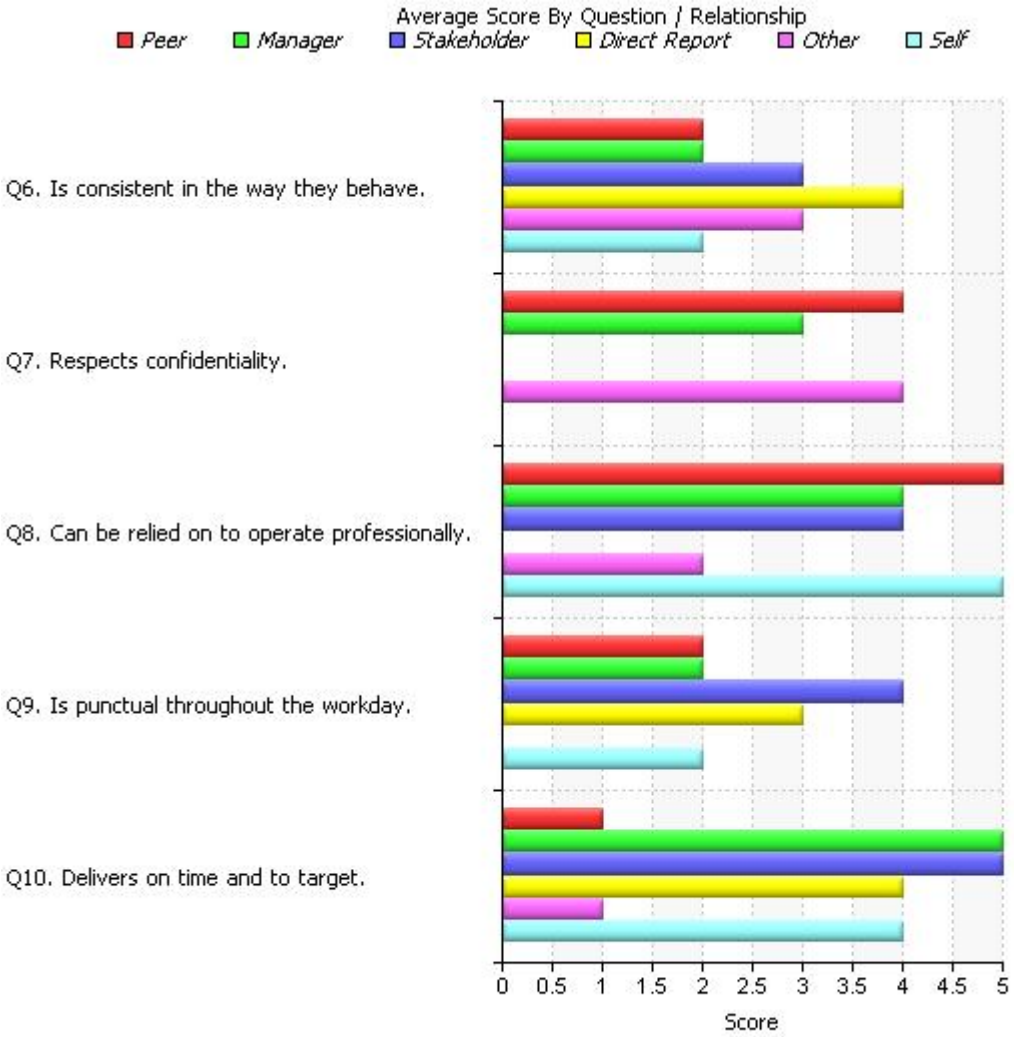
A credit to the company a really hard worker

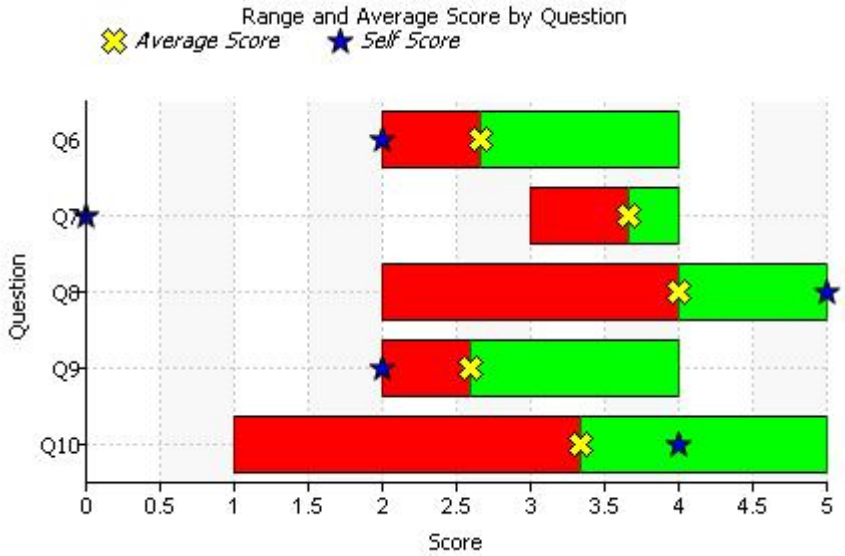
Self

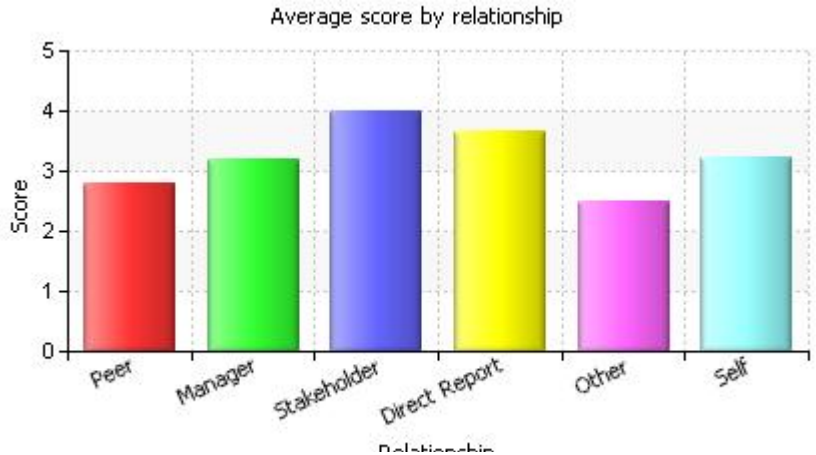
I cannot comment on this

Being Reliable

Group Analysis







Being Reliable

C2. Being Reliable - Supporting comments and suggestions.

Peer

Could do better at managing their time

Manager

A credit to the company a really hard worker

Stakeholder

This person shows willing and aptitude

Direct Report

A credit to the company a really hard worker

Other

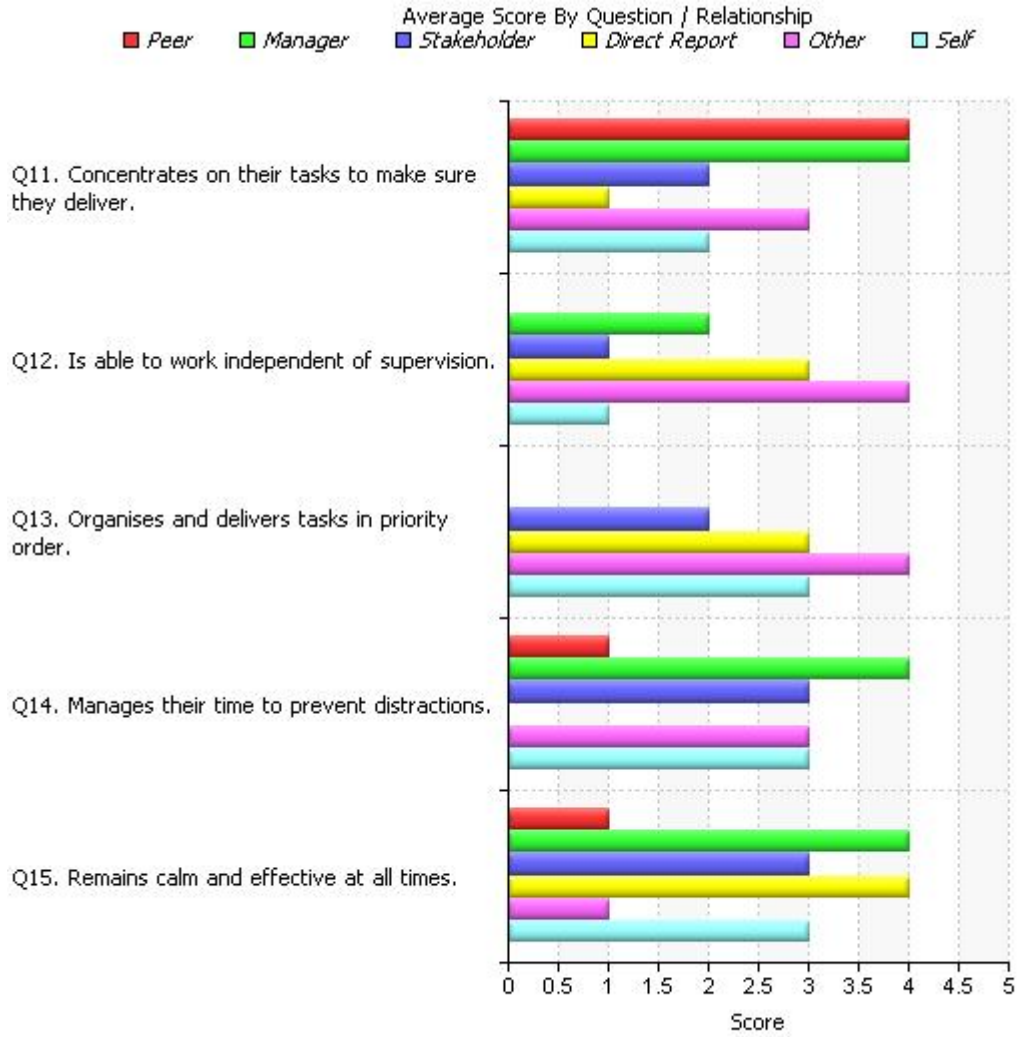
A credit to the company a really hard worker

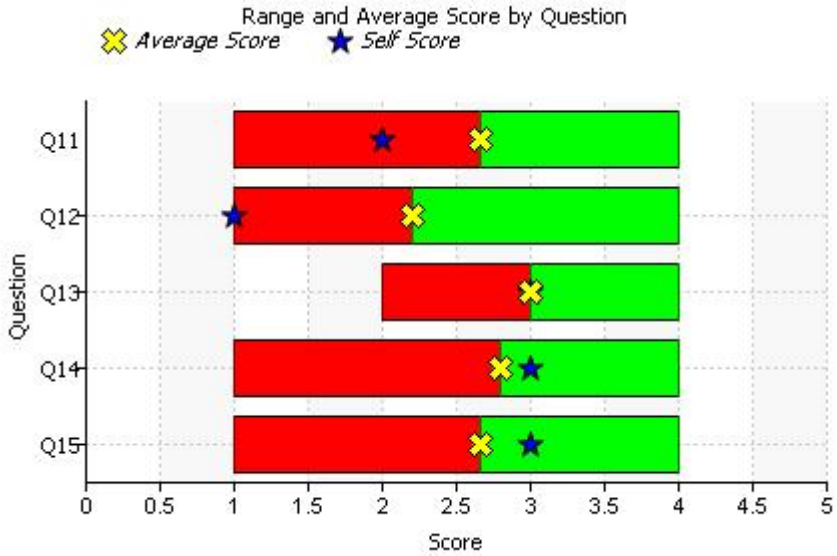
Self

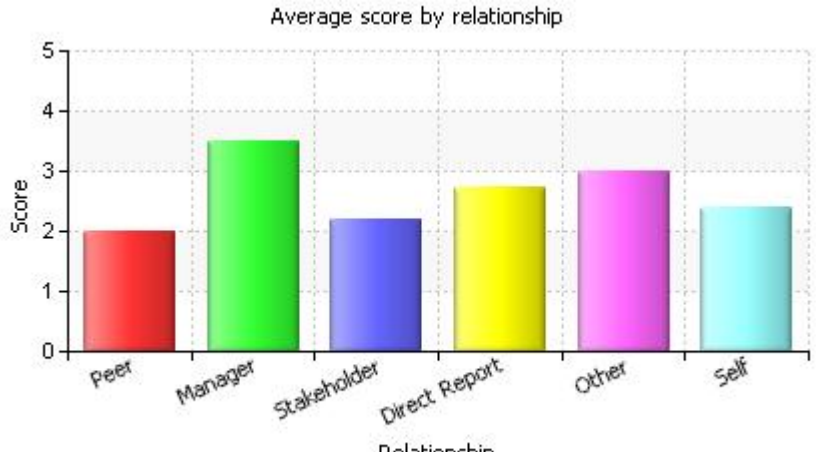
A credit to the company a really hard worker

Being Organised

Group Analysis







Being Organised

C3. Being Organised - Supporting comments and suggestions.

Peer

I cannot comment on this

Manager

Could do better at managing their time

Stakeholder

I cannot comment on this

Direct Report

A credit to the company a really hard worker

Other

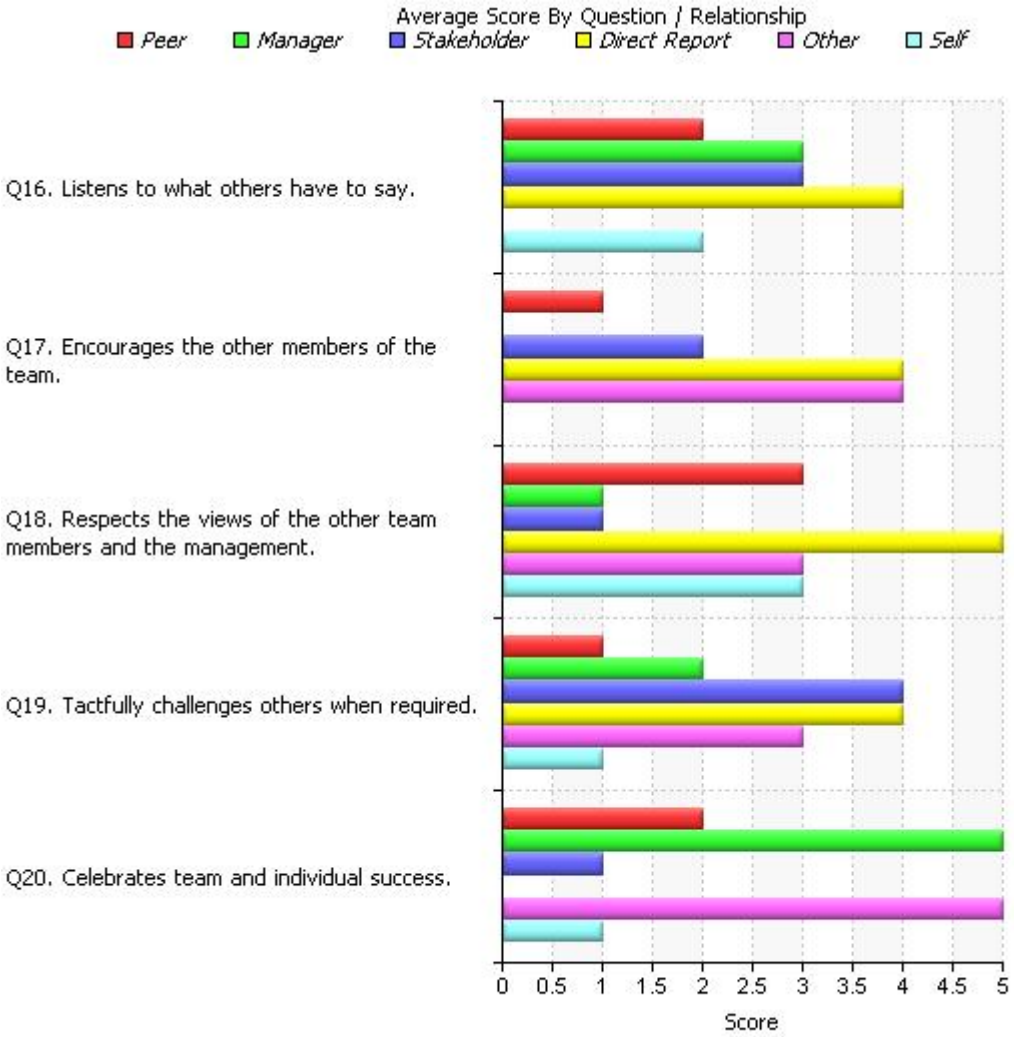
A credit to the company a really hard worker

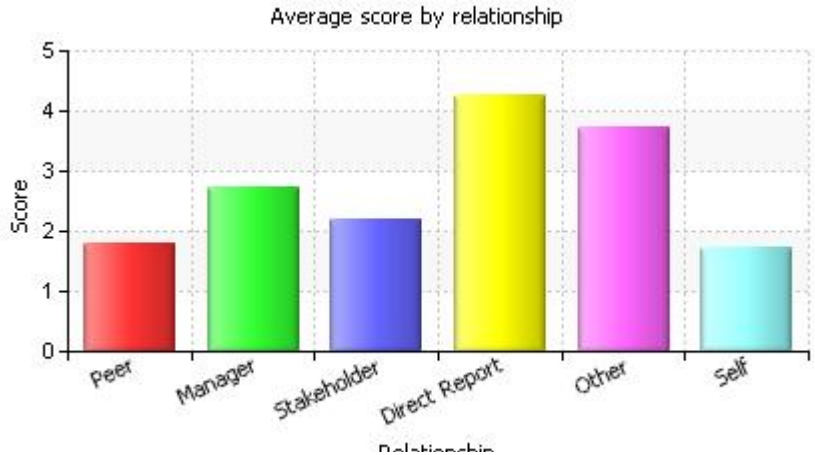
Self

Could do better at managing their time

Working with others

Group Analysis





Working with others

C4. Working with Others - Supporting comments and suggestions.

Peer

Average performer, needs inspiring

Manager

A credit to the company a really hard worker

Stakeholder

This person should be put forward for promotion

Direct Report

A credit to the company a really hard worker

Other

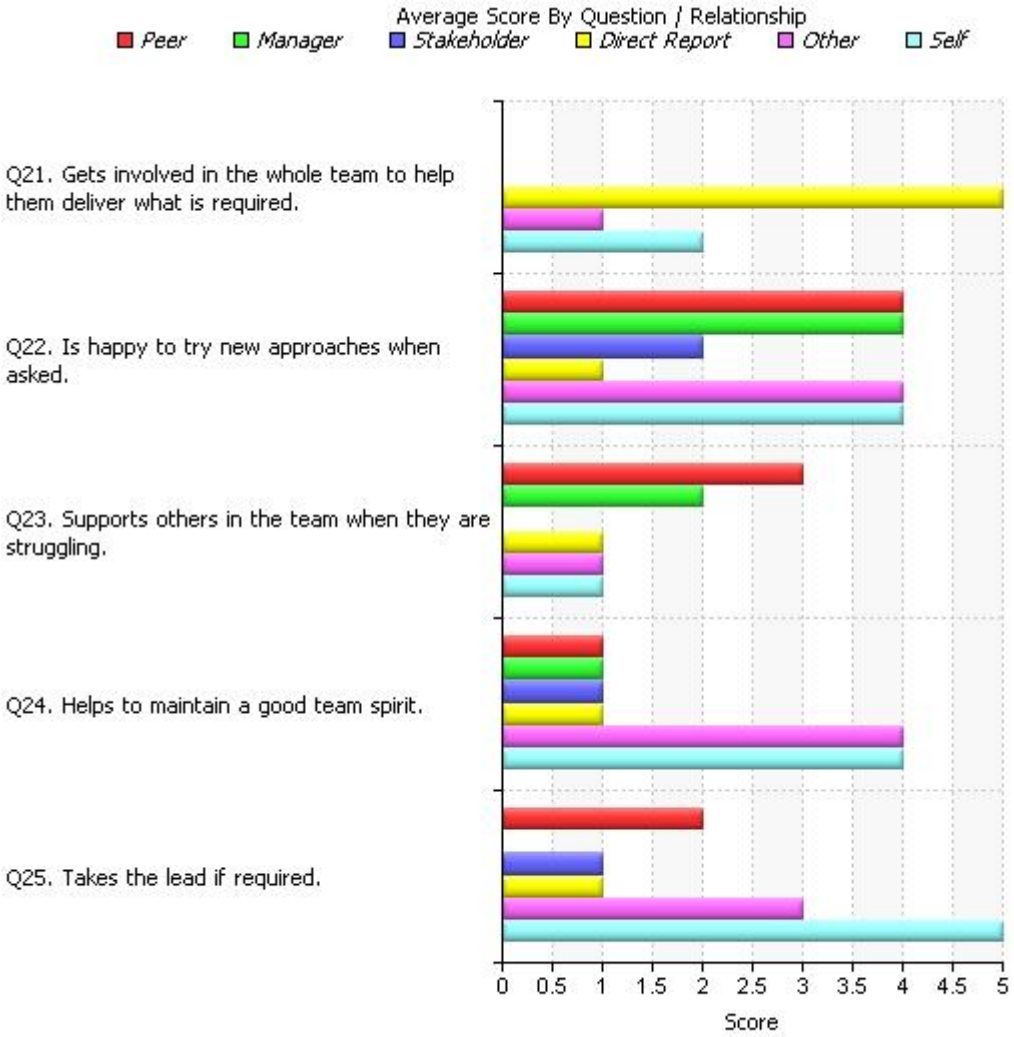
Could do better at managing their time

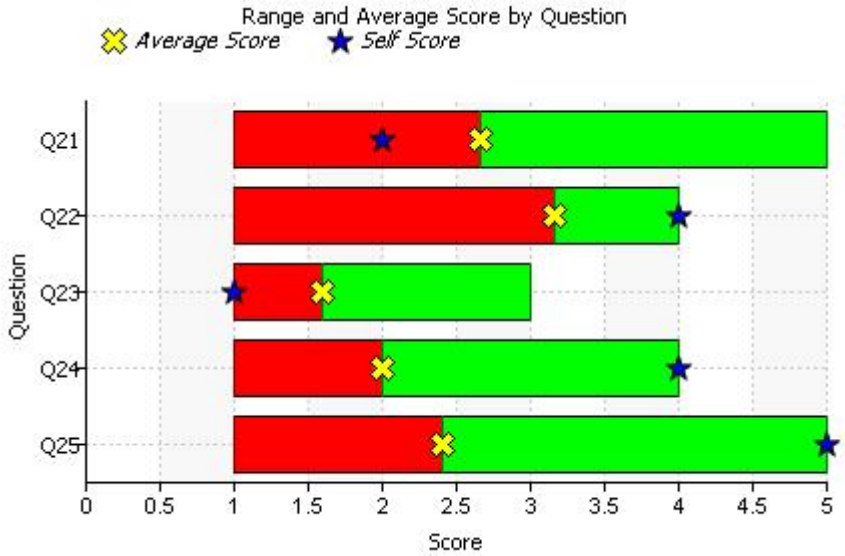
Self

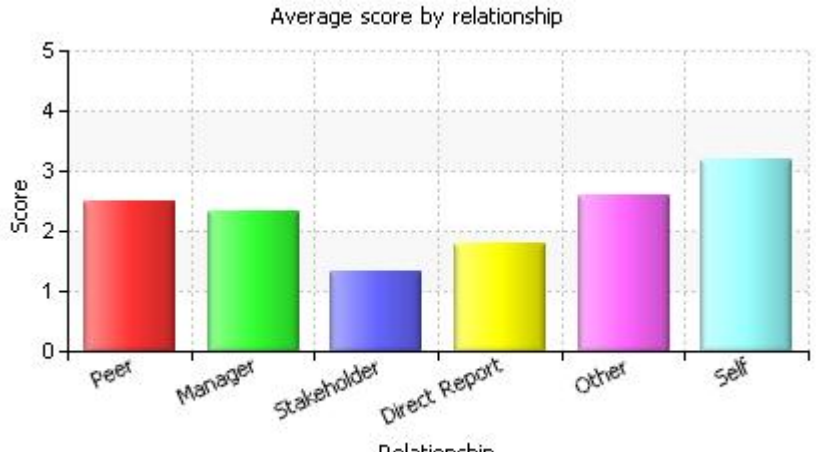
Informed, Diligent and always on hand

Helping the team

Group Analysis







Helping the team

C5. Helping the Team - Supporting comments and suggestions.

Peer

Could do better at managing their time

Manager

Average performer, needs inspiring

Stakeholder

Excellent, a really good employee

Direct Report

This person shows willing and aptitude

Other

Could do better at managing their time

Self

Average performer, needs inspiring

Additional Comments

C6. What is the one thing this person does really well ?

Peer

Poor time keeping and interpersonnel skills

Manager

A credit to the company a really hard worker

Stakeholder

I cannot comment on this

Direct Report

Excellent, a really good employee

Other

Could do better at managing their time

Self

Excellent, a really good employee

C7. What is the one thing this person should develop / do more of ?

Peer

Average performer, needs inspiring

Manager

I cannot comment on this

Stakeholder

This person shows willing and aptitude

Direct Report

This person needs to perform better at time keeping

Other

This person shows willing and aptitude

Self

Does not show any loyalty to their workplace

C8. Any additional comments that would help the person increase their contribution ?

Peer

A credit to the company a really hard worker

Manager

Poor time keeping and interpersonnel skills

Stakeholder

Does not show any loyalty to their workplace

Direct Report

I cannot comment on this

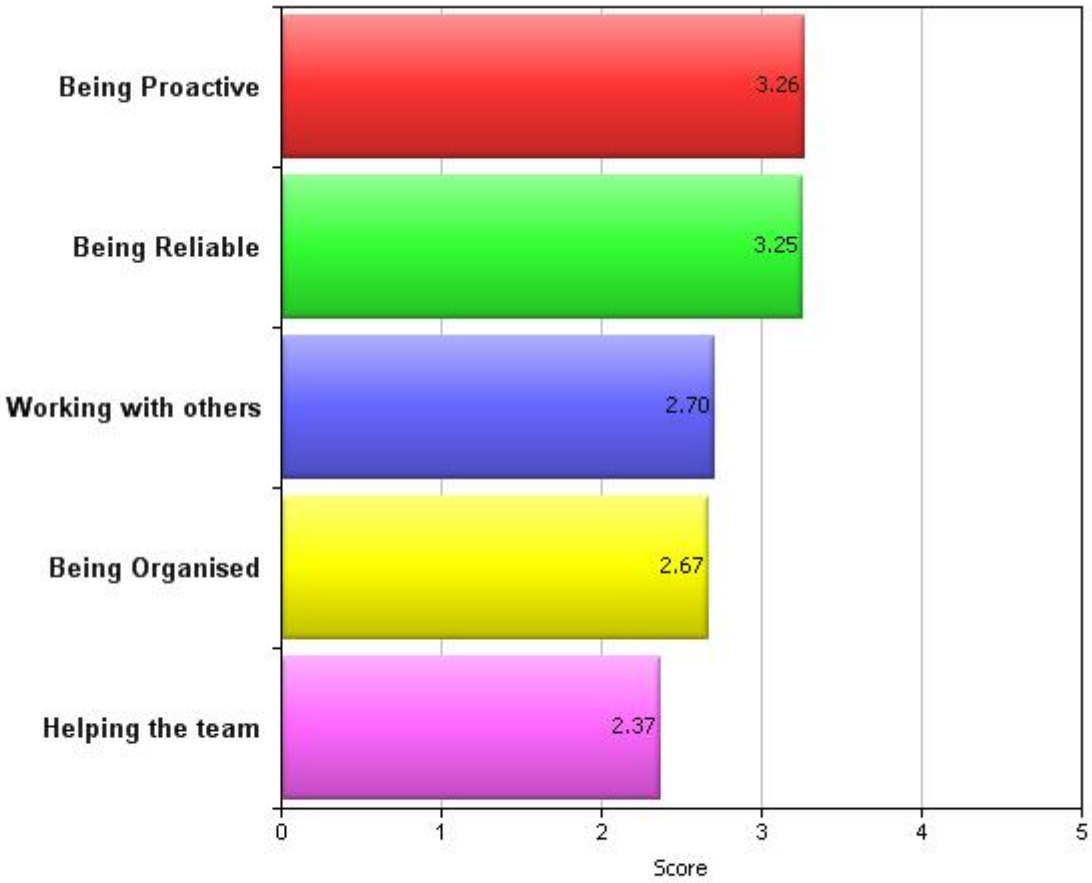
Other

Could do better at managing their time

Self

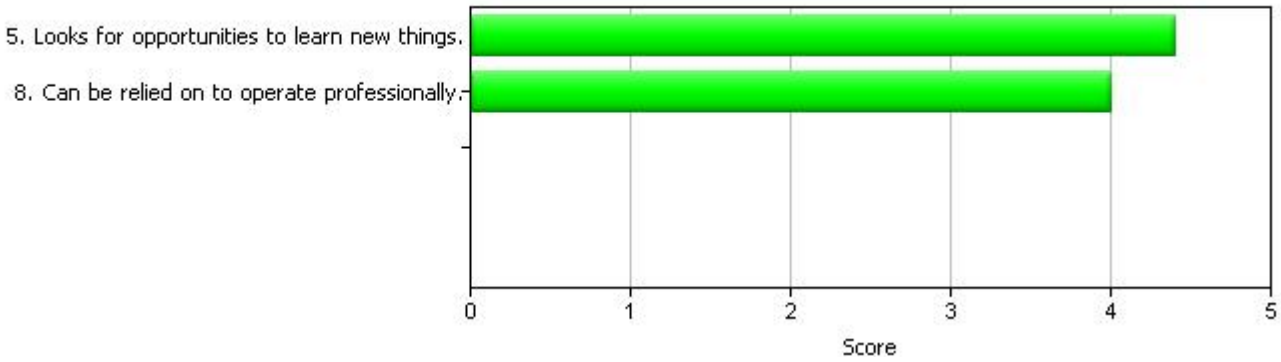
Could do better at managing their time

Average scores for each group of questions.

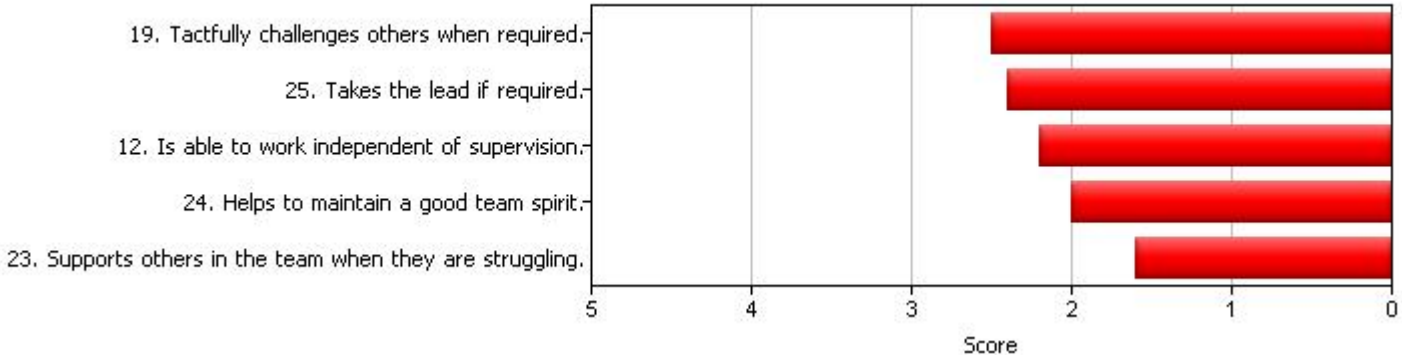


Strengths and Development Areas

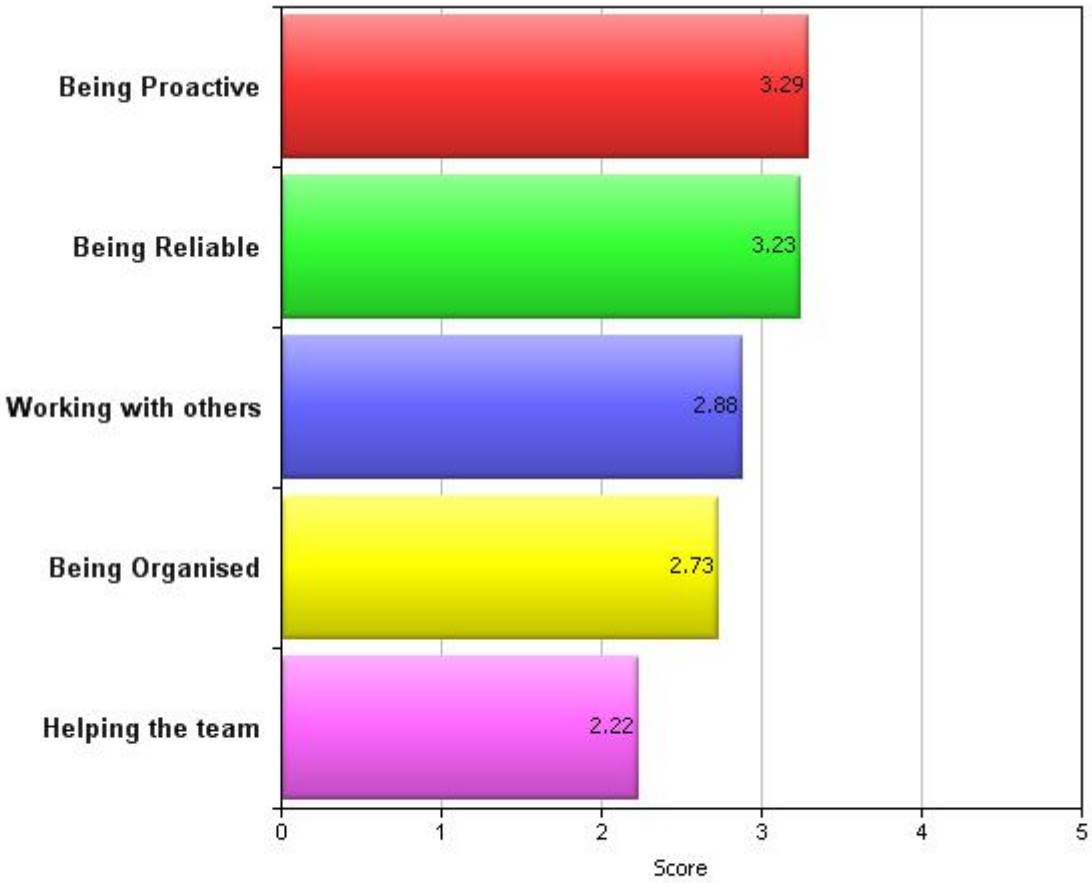
Your Areas of Strength



Your Areas of Development

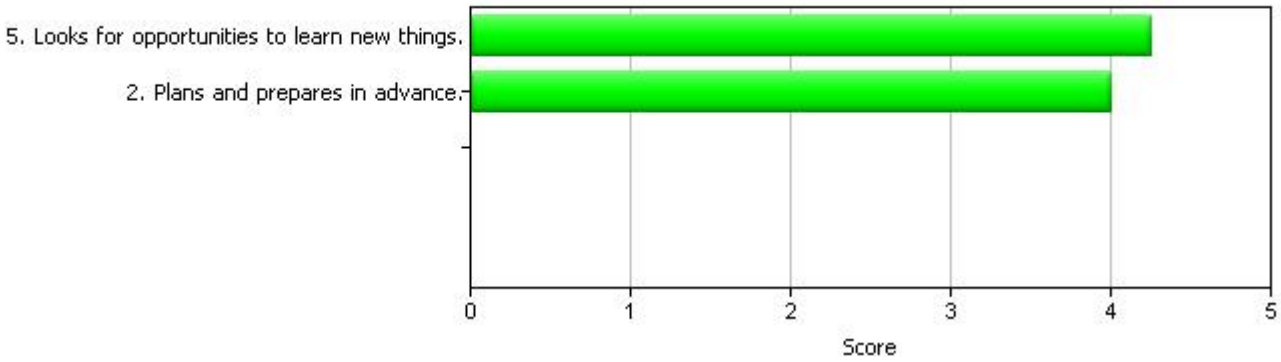


Average scores for each group of questions excluding self

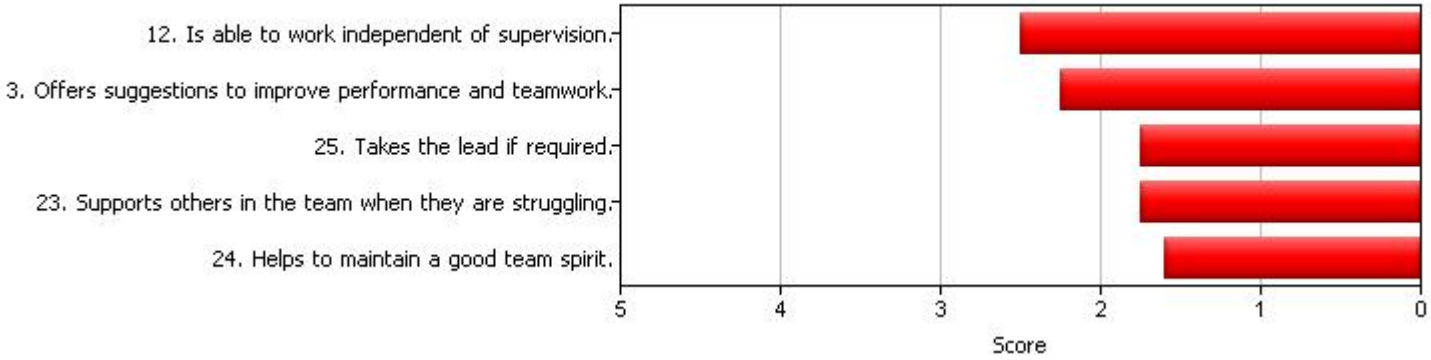


Stengths and Development Areas excluding self

Your Areas of Strength



Your Areas of Development



Development Review

Notes: