

Strategic Talent Management

Simple.
Powerful.
Affordable.



HALOGEN
eAppraisal™

Quality Employee Performance Appraisals Done Your Way, in a Fraction of the Time

Employees like the system because it allows us to rate them fairly on a consistent basis. Also, because it's much faster it gives managers time to sit down with employees and gives them a process for talking through goals and accomplishments.

*Douglas Myers,
Executive Director*

**SAN DIEGO
ZOO**

Employee performance appraisals shouldn't be a dreaded task that yields a lot of paperwork and little value for your organization. Transform your appraisal process into a strategic business tool that helps you deliver better business results and creates a more engaged and productive workforce.

Over 1,500 organizations around the world rely on Halogen's performance management solution to harness the power of their workforce. They've chosen Halogen eAppraisal™ for its **power, flexibility and ease of use.**

- Reduce the time and money spent conducting and recording employee performance appraisals - up to 85%.
- Improve the quality and completion rates of your employee appraisals.
- Align employee goals and development activities to business priorities.
- Easily track and manage the entire appraisal workflow from your HR control center.
- Free up employees, managers, HR and IT to spend more time on strategic activities.
- Improve employee engagement, retention and overall performance.

Best Practices in Employee Performance Management

Halogen eAppraisal™ is built from the ground up to be a pure employee performance management solution. Every feature and function is the result of extensive research and confirmed as an industry best practice. This research has produced a powerful solution that is second to none.

Halogen eAppraisal is widely considered by many industry experts to be the most powerful, easy and cost-effective way to conduct performance appraisals, develop critical talent and align goals. It comes loaded with tons of innovative features, a comprehensive competency library with supporting resources, and a set of best practice forms and guidelines.

I would definitely recommend Halogen to any organization. The best investment any of us can make is in our people and by using this tool, we've taken this critical process to a new level.

*Kathy Anthony,
Partner*



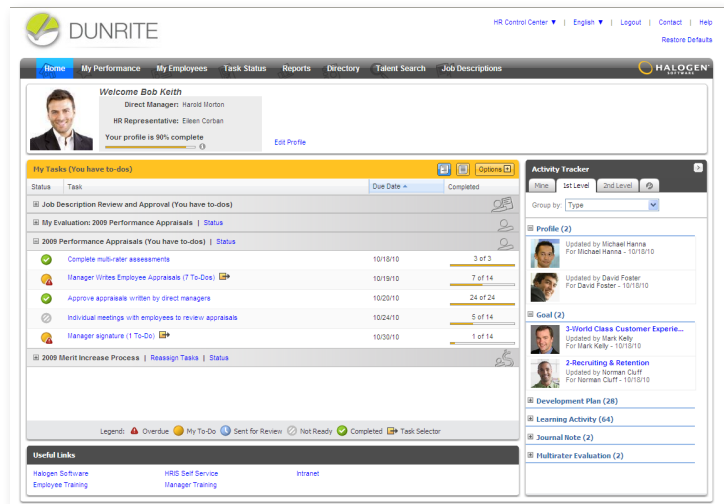
Feature Rich

Making it Easy for Everyone to Succeed at Talent Management

To be successful in their positions, every employee in your company needs to manage performance year round – not just at performance appraisal time. The user experience provided by Halogen eAppraisal is unmatched in the industry.

Since appraisals, goal setting and competency management apply to everyone in an organization Halogen spent considerable effort putting all the critical information that matters most, at the users' fingertips. Within one to two clicks from their home page, an employee can understand the details of their job description and the competencies important to their role, see their goals and track their progress, complete development plans, and keep notes on challenges, successes and failures.

Any user can adjust their view of the data and sort it based on their preferences – from power users to first time users, the experience is singularly focused on extending access to every employee in your company, while always placing simplicity and learnability at the forefront.



Automate Your Processes, Your Way

With point-and-click ease, your HR administrator can set up any type of performance management process you want, at any given time. Define your processes to include the steps you want, in the order you want. Halogen eAppraisal takes care of the workflow, sending out automated email reminders to keep the process moving. Electronic signatures legally lock completed reviews. Plus, HR is never dependent on the vendor or their IT department to make changes.

Easy to Configure Forms Make Getting Started a Breeze

Use one of our employee evaluation form templates, modify it, or start from scratch to create your own forms, exactly the way you want them. It's easy. You get a complete set of ready to use forms that support proven best-practices in talent management - from hire to retire. All can be easily modified or extended to better match your organizations culture and focus.

Make Writing Appraisals Faster, Easier – and More Meaningful

Save managers significant time, and improve the quality and consistency of feedback with our extensive library of comment helper text and coaching/development tips that you can easily customize or extend. Spelling and language sensitivity checkers help keep appraisals error free.

Align, Manage and Track Goals

Ensure employees understand how their activities support the organization's objectives, by linking employee goals to organizational objectives. With Halogen eAppraisal, you can easily align individual performance goals or job accountabilities with organizational objectives at any level, promoting better overall accountability and buy-in. Relevant milestones or key performance indicators (KPIs) can be tracked year-round.

Support Career & Development Planning

To ensure the correct career and development plans are in place for success, managers can assign development plans and tasks and tie them directly to a particular competency, or to a group of them. Planning is as simple as choosing from a list of available training activities, including mandatory and optional courses.

Uncover Hidden Talent

Get a practical way to tap into the vast collection of skills, talent and experience your employees possess that you may not be aware of. Halogen eAppraisal's Talent Profiles include fully-customizable data fields so employees and managers can capture the details your business needs, like:

- Work history
- Formal education
- Community involvement
- Languages spoken
- Relocation preferences
- Professional certifications
- Career goals
- Photo
- Even hobbies or social networking information

And our superior and intuitive Profile Search capability lets you easily find and compare suitable internal candidates for work assignment, vacant positions and more.

	Aileen Beets	David Foster	Phyllis Foster	Bob Keith
Match	Match	Match	Match	Match
Profile Completeness	100%	100%	100%	100%
Basic Information				
Job Title	Tier 2 Service Representative	Tier 1 Service Manager	Tier 2 Service Representative	Tier 3 Service Manager
Department	Customer Service	Customer Service	Customer Service	Customer Service
Location	Detroit	Detroit	Detroit	Detroit
Extension	137	152	151	172
Education				
Institution	RCC College	Pioneer Electronics & Engineering School	Oahu University - Hawaii	University of Michigan
Degree/Diploma Obtained	Associates	College Diploma	Bachelors	Bachelors
Program of Study	Computer Science	Electronics	Anthropology	Communication
Length of Program (years)	2.0	2.0	4.0	4.0
Country	United States	United States	United States	United States
Province/State	Arizona	Michigan	Hawaii	Michigan
Certifications and Licenses				
Title	First Aid Certification	First Aid Certification	First Aid Certification	MCSE
Description	This is a comprehensive first aid course for those who require the skills and knowledge necessary to deal with life-threatening situations and to give assistance to people in...	This is a comprehensive first aid course for those who require the skills and knowledge necessary to deal with life-threatening situations and to give assistance to people in...	This is a comprehensive first aid course for those who require the skills and knowledge necessary to deal with life-threatening situations and to give assistance to people in...	The strength of Windows Server 2003 in the market today indicates that demand for related IT expertise will continue for years to come. The best way to demonstrate your expert...
Issued By	Dunrite	Dunrite	Dunrite	Microsoft
Awarded Date	01/11/08	02/28/08	10/18/08	10/18/08
Valid Until Date	01/11/09	02/28/07	10/18/09	

Ensure the Success of New Hires

Welcome and integrate new employees in a consistent way, by creating an inspiring and positive experience for them that contributes to engagement. Use the onboarding forms included with Halogen eAppraisal to complete induction activities, establish goals, assign development plans and conduct 30/60/90 day reviews. Help establish a culture of accountability right from the start, improve employee productivity and retention, and support organizational culture and success.

Assess Everyone With Efficient, Paperless Reviews

With Halogen eAppraisal, you can assess everyone using a position-specific, on-line form that leverages a powerful library of competencies.

Overcome the issue of computer accessibility for specific workers by collecting their performance review input and electronic signatures in a smooth and efficient way, right from their manager's workstation.

Put Job Descriptions at the Heart of Your Performance Management

Now there's an easy and effective way to manage your job descriptions and integrate them with all your talent management processes. With Halogen's optional Job Description Builder module, you can link specific sections in the job description to your employee performance appraisal and competency assessment forms. When a change is made to a job description, the corresponding forms are automatically updated, so changes only ever need to be made in one place, and everyone is kept up to date on their job requirements.

