



**HALOGEN**  
SOFTWARE

Software that Enlightens™

**HALOGEN**  
**eAppraisal**™



# The Employee Performance Management Solution of Choice

**Quality employee evaluations done your way — in a fraction of the time**

Award-winning Halogen eAppraisal automates and simplifies time-consuming employee appraisals. It provides everything HR and Line Managers need to deliver year-round employee development in a profoundly simple to use Web-based solution. Halogen eAppraisal automatically routes documents to the right people at the right time, helps Managers write professional quality reviews, complete with goals and development plans, and notifies everyone to finish tasks on time. Plus, organizations can monitor appraisals in progress, review goals, employee development status, competency reports and more in 'real-time'.

Its intuitive user interface and flexible workflow make it easy to roll out performance appraisals the way you want with just a few mouse clicks without any vendor or IT involvement.

Halogen eAppraisal is already delivering results for hundreds of organizations across all industries.

***“Thanks to Halogen eAppraisal, the time spent by HR staff in managing the annual employee appraisal process has been cut by 75%.”***

— Steve Casper, Director of Human Resources  
Reno-Sparks Convention &  
Visitors Authority

## **Key Benefits Include:**

### **HR Administrators**

- The paper chase is eliminated and the time spent following up on the status of appraisals is greatly reduced.
- Appraisals run smoothly and are completed on time. Limitless, automated-workflow configurations allow you to include the steps you want, in the order you want while eAppraisal does the rest. The automated workflow along with a sophisticated reminder system makes the process convenient, quick and easy.
- Overall willingness to participate in the appraisal process is vastly increased. Line Managers and employees actually enjoy the process more, interact more and generate more meaningful and valuable reviews and assessments.

### **Line Managers**

- Employee evaluations become an ongoing process, not a once-a-year obligation.
- All relevant data (such as job descriptions, past appraisals, self appraisals, third-party assessments, goals and objectives, journal notes, etc.) is accessible through a single, secure, convenient portal.
- Authoring aids such as pre-populated, configurable comment helpers and spelling and language sensitivity checkers help managers avoid using inappropriate terms and write better appraisals faster.
- An optional manager-driven Multi-rater module allows you to get valuable feedback on employees from multiple sources quickly and easily.

### **Organizations**

- Corporate and employee goals are aligned to deliver bottom-line results.
- Greatly improved HR and Line Manager productivity is achieved.
- The improved process facilitates better employee-manager interaction.
- Valuable decision-making data is provided to senior management in 'real-time'.
- The solution provides a quick return on investment.

