

MODULE FACTSHEET

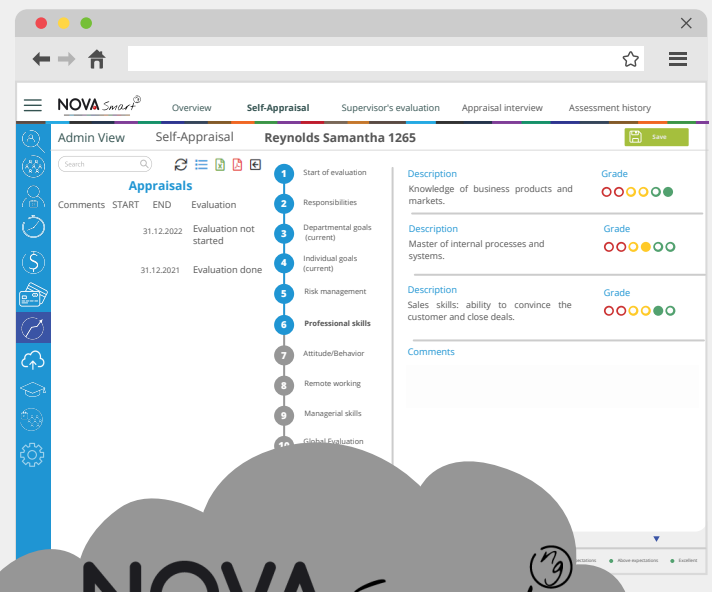
PERFORMANCE REVIEW



PERFORM & SUCCEED TOGETHER

Invest in your people & your business. Our user-friendly interface will allow you to streamline this process.

Develop your top asset, your people using our capable performance review software. Appraisals are a **positive step in setting goals**. People need direction to achieve what is necessary to enable a company to grow and succeed. Invest in your people and as a result your business will benefit. Nova Smart NG's user-friendly interface and useful tools will allow you to **streamline this process across all employees**.

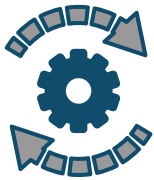


IDENTIFY YOUR TALENT

Pinpoint employees' skills & create a single archive of goals for all employees, which will ensure visibility & clarity.

The Evaluation Process

- Pinpoint employees' skills
- Analyze discrepancies between the requirements of the current position & the target position
- Customize your evaluation cycle to your needs - monthly, quarterly, yearly, etc.
- Set goals together & outline a timeline for the completion
- Receive a holistic insight into the employee's performance by collecting feedback from co-workers, managers & other sources



TRACK PERFORMANCE

With a user-friendly interface, you can follow a timeline of assessments and the status of each one. Set alerts and notifications to remind employees, managers, of tasks.

Dashboard

- Access objectives at any time online -employee & manager
- Schedule reminders to keep everyone involved & up to date
- Set priority list of goals more important than others

Tracking

- Automated filing & archiving
- Produce reports of training needs
- Create reports and gain insights into employees, extract data you need to know

MORE THAN PERFORMANCE REVIEW

Our solution can manage the basic appraisal tasks but also offers many additional features that support you in the reduction of manual tasks & double entry of data.



- Interface with the training module
- Compare the evaluations with the group and individual objectives.
- Self-service portal to engage & motivate employees
- Increase transparency & help employees who are struggling
- Export data in any common file format of your choice

Secure.Compliant.Customized.

HRMS Your Way!

- ✓ Only choose the modules you need
- ✓ Customize & parametrize the solution to your individual requirements
- ✓ Centralize your HR processes within one data base
- ✓ Eliminate manual processes & switch to efficient digital streamlined HR & Payroll.

NOVATIVE
Global Payroll & HR Services

📍 Novative SA
Rue de la Morâche 9
1260 Nyon 1
Switzerland, VD

✉ sales@novative.com

