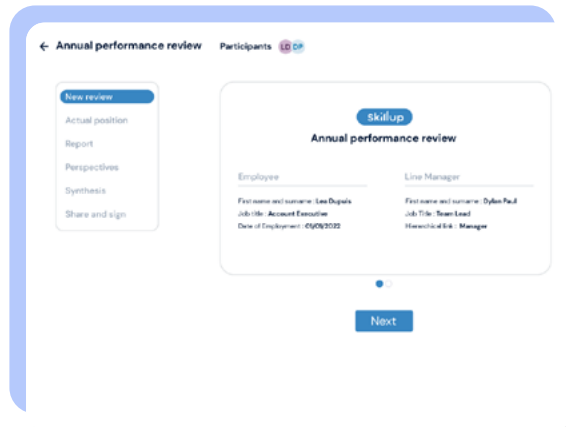# Skillup

Performance Reviews that Work

When performance reviews are conducted on paper, maintaining records, recalling key decisions and sharing important information with stakeholders can be rather cumbersome and time consuming.

Skillup's performance review module allows you to digitize and simplify all your campaigns. With Skillup, choose from a library of ready-to-use templates or create your own, track campaign progress in real time, establish and monitor objectives, and gain valuable insights using advanced reporting tools at any time. You can also link performance reviews to training requests on the Skillup platform.
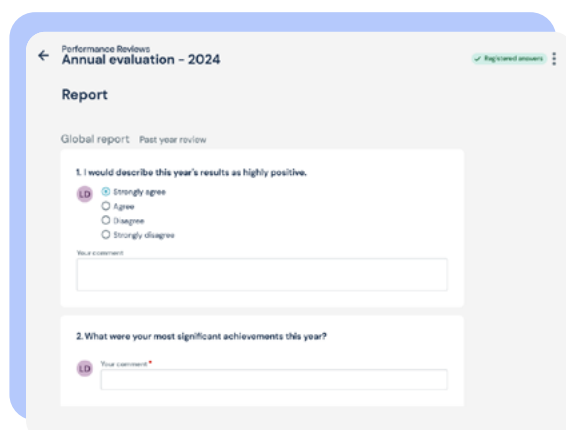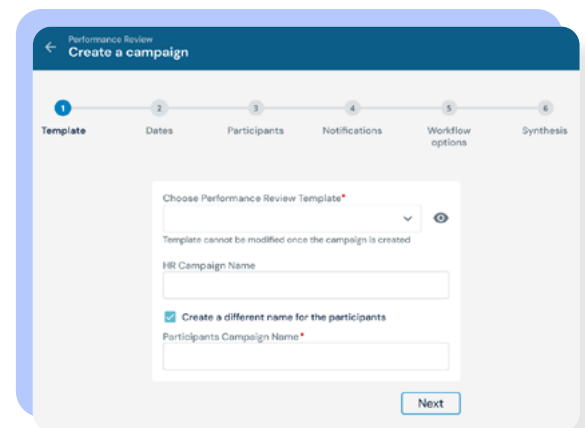
Design custom performance review templates

- Create tailored performance review templates in just a few clicks
- Effortlessly create new, custom templates
- Choose from a library of ready-to-use templates
- Create customized introductions to guide users
- Easily structure the performance reviews with a side navigation menu

Create your performance review campaigns

- Set up your campaigns in a few simple steps
- Select the type of evaluation: annual performance review, quarterly performance review, etc.
- Choose the start and end dates of the campaign
- Select the group or team members from your user database
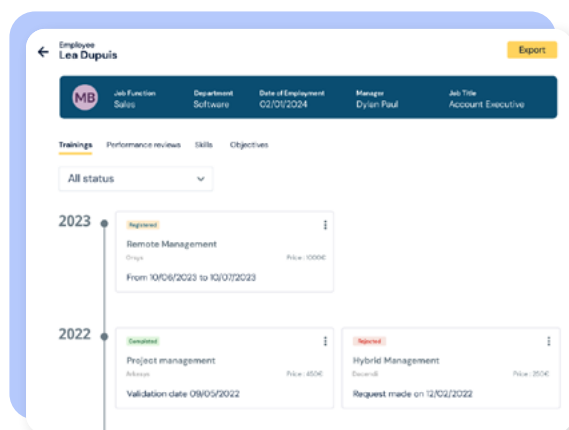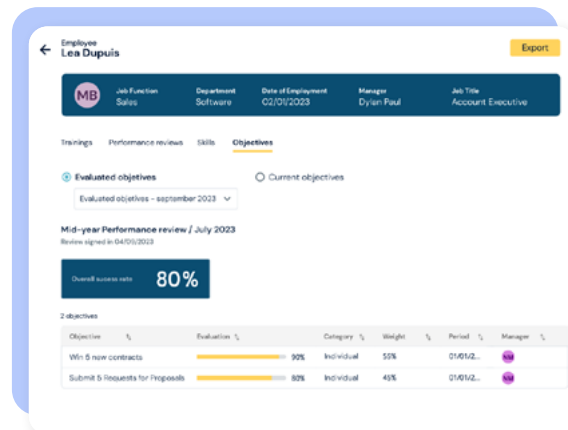- Define campaign parameters and launch

Execute your performance reviews with ease

- Better support managers and employees throughout each performance review campaign
- Stay up to date with automated campaign notifications and reminders
- Asynchronous preparation of performance reviews by the manager or the employee
- Automatically notify employees when their performance review has been shared
- Manage training requests made during performance reviews
- Approve performance reviews with standard level 1 electronic signature eIDAS (EU)

Align objectives and performance

- Easily evaluate your team's performance
- Evaluate past objectives and create new ones
- Automatically transfer objectives from one year to the next
- Assess performance using quantitative or qualitative objectives
- Evaluate the skills associated with employee's job description
- Performance assessments by employees themselves or directly by a manager
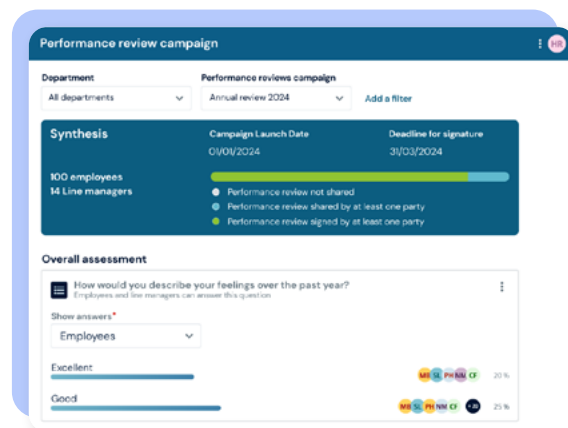- Export specific data to consolidate your team's performance

Maintain employee performance reviews

- Easily keep track and save employee performance review records
- Incorporate optional learning and development records
- Document performance reviews throughout employee's tenure
- Automatically update data with the Skillup Learning and Development module
- Performance review support documents can be downloaded as a PDF employees and managers

HR analysis and reporting platform

- Easily manage the scope of each campaign with a full HR reporting and analysis tool
- View the progress of the campaign
- Automatic and manual reminders
- HR administration of the campaign: adding an employee, changing manager, reopening signed reviews, etc.
- All data exportable in XLS format

Established in 2016, Skillup supports over 200 HR teams in their strategic role of talent engagement, development, and retention. We firmly believe that the success of an HR solution hinges on the combination of intuitive user experiences, in-depth features, and reliable, actionable data. This is what Skillup provides.

en.skillup.co

A training management platform designed to enhance employee learning and development

A skills management tool that facilitates the creation of job descriptions and skill maps

A performance management tool enabling HR and managers to run effective campaigns and deliver meaningful results

A workforce planning tool to designed to secure your future, strategic objectives while maximizing employee engagement