

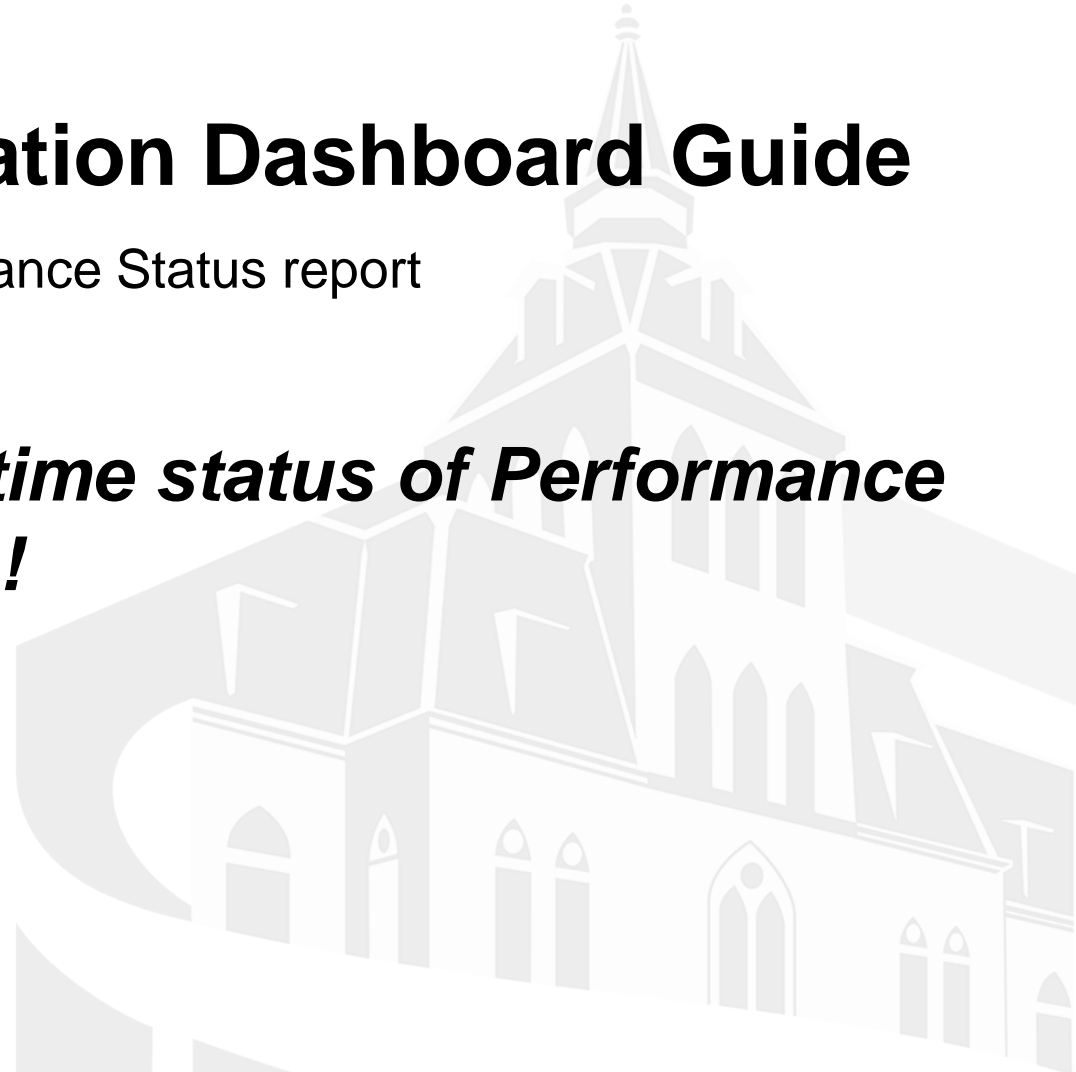


STEVENS
INSTITUTE *of* TECHNOLOGY
THE INNOVATION UNIVERSITY®

Performance Evaluation Dashboard Guide

Overview for running the Performance Status report

You can now see real time status of Performance Evaluation completion!





Performance Evaluation Dashboard

Welcome, Kermick Santos

Inbox
12 items

Legal Name Change: Sarah Mlira
3 hour(s) ago - Effective 07/13/2018

Costing Allocation: Xiao Wang - P21391 Student Research Assistant PhD (+)
5 hour(s) ago - Effective 07/13/2018

Costing Allocation: Joana Lacerda Da Fonseca Pinto Cardoso - P21390 Student Research Assist...
5 hour(s) ago - Effective 07/13/2018

[Go to Inbox](#)

Applications
20 items

- Inbox (12)
- Training Materials
- Workday TeamDynamix (TD) Ticket
- Personal Information
- Favorites
- Pay
- Benefits
- Recruiting
- My Team
- 2018 Performance Evaluation Status**
- Federal Work Study
- Team Time Off (1)
- Time Entry Approvals
- Faculty/Staff Headcount
- Usage Metrics Dashboard
- Career
- Compensation
- Birthdays (1)
- Anniversaries
- Time Off

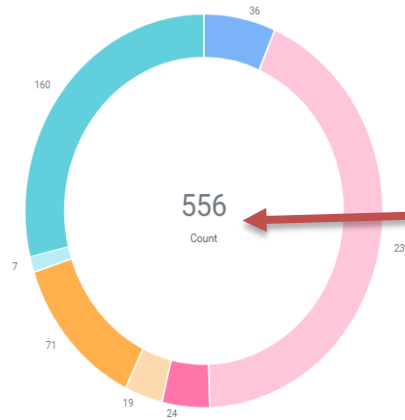


2018
Performance
Evaluation Status

Click the new
Performance
Status Worklet
found on your
Workday
landing page



Performance Evaluation Dashboard



Click on the numbers to see completion details

- 1. Self Evaluation Awaiting Completion by the Employee
- 2. Evaluation Awaiting Completion by the Manager
- 3. Completed Evaluation Awaiting Employee Comments and Acknowledgment
- 4. Completed Evaluation Awaiting Manager Comments and Acknowledgment
- 5. Completed Evaluation with Manager's Manager for Approval
- 6. Evaluation with HR for Approval
- 7. Evaluation Successfully Completed

8 items

Evaluation Step	Total	
	Count	Count
1. Self Evaluation Awaiting Completion by the Employee	36	6.5%
2. Evaluation Awaiting Completion by the Manager	239	43.0%
3. Completed Evaluation Awaiting Employee Comments and Acknowledgment	24	4.3%
4. Completed Evaluation Awaiting Manager Comments and Acknowledgment	19	3.4%
5. Completed Evaluation with Manager's Manager for Approval	71	12.8%
6. Evaluation with HR for Approval	7	1.3%
7. Evaluation Successfully Completed	160	28.8%
Total	556	100.0%



Worker Status Details

Criteria View by: and then by: Refresh

19 items

Division	VP	Organization	Worker Name	Manager	Awaiting Persons	Performance Evaluation Step	Time Type	Employee ID	Business Title	Hire Date
Office of the Provost (Christophe Pierre)	Christophe Pierre	Academic Operations (Alejandra Moran)	Jennifer Lebron	Giuseppe Ateniese	Edmund Fogarty	4. Completed Evaluation Awaiting Manager Comments and Acknowledgment		21835	Academic Counselor	07/28/2014
Division of Facilities and Campus Operations (Robert Maffia)	Robert Maffia	Campus Police Field Office (Robert Digenova)	Mildred Colon	Robert Digenova	Robert Digenova	4. Completed Evaluation Awaiting Manager Comments and Acknowledgment	Full time	13495	Police Dispatcher	08/05/2002
Division of Development and Alumni Engagement (William Remington)	William Remington	Division of Development and Alumni Engagement (William Remington)	Mary Rediger	William Remington	William Remington	4. Completed Evaluation Awaiting Manager Comments and Acknowledgment	Full time	13120	Executive Assistant	
Division of Facilities and Campus Operations (Robert Maffia)	Robert Maffia	Division of Facilities and Campus Operations (Robert Maffia)	Justine DiNardo-Lim	Robert Maffia	Robert Maffia	4. Completed Evaluation Awaiting Manager Comments and Acknowledgment	Full time	62450	Senior Facilities Planner	
Office of the Provost (Christophe Pierre)	Christophe Pierre	International Student and Scholar Services (Doris Clausen)	Karine Nanagoulain	Doris Clausen	Doris Clausen	4. Completed Evaluation Awaiting Manager Comments and Acknowledgment	Full time	21956	Incoming International Student Advisor	
Division of Facilities and Campus Operations (Robert Maffia)	Robert Maffia	Office of Campus Police Administrative Details (Robert Digenova)	Christopher Campbell	Robert Digenova	Robert Digenova	4. Completed Evaluation Awaiting Manager Comments and Acknowledgment	Full time	13730	Sergeant	
Division of Facilities and Campus Operations (Robert Maffia)	Robert Maffia	Office of Campus Police Administrative Details (Robert Digenova)	George Martinez	Robert Digenova	Robert Digenova	4. Completed Evaluation Awaiting Manager Comments and Acknowledgment	Full time	13506	Police Sergeant	

Details View (10) - Excel

File Home Insert Page Layout Formulas Data Review View Tell me what you want to do... Kermick Santos Share

Clipboard Font Alignment Styles Cells Editing

C5 Division of Facilities and Campus Operations (Robert Maffia)

	A	B	C	D	E	F	G	H	I	J
	Division	VP	Organization	Worker Name	Manager	Awaiting Persons	Performance Evaluation Step	Time Type	Employee ID	Business Title
1	Office of the Provost (Christophe Pierre)	Christophe Pierre	Academic Operations (Alejandra Moran)	Jennifer Lebron	Giuseppe Ateniese	Edmund Fogarty	4. Completed Evaluation Awaiting Manager Comments and Acknowledgment		21835	Academic Counselor
2	Division of Facilities and Campus Operations (Robert Maffia)	Robert Maffia	Campus Police Field Office (Robert Digenova)	Mildred Colon	Robert Digenova	Robert Digenova	4. Completed Evaluation Awaiting Manager Comments and Acknowledgment	Full time	13495	Police Dispatcher
3	Division of Development and Alumni Engagement (William Remington)	William Remington	Division of Development and Alumni Engagement (William Remington)	Mary Rediger	William Remington	William Remington	4. Completed Evaluation Awaiting Manager Comments and Acknowledgment	Full time	13120	Executive Assistant
4	Division of Facilities and Campus Operations (Robert Maffia)	Robert Maffia	Division of Facilities and Campus Operations (Robert Maffia)	Justine DiNardo-Lim	Robert Maffia	Robert Maffia	4. Completed Evaluation Awaiting Manager Comments and Acknowledgment	Full time	62450	Senior Facilities Planner
5	Office of the Provost (Christophe Pierre)	Christophe Pierre	International Student and Scholar Services (Doris Clausen)	Karine Nanagoulain	Doris Clausen	Doris Clausen	4. Completed Evaluation Awaiting Manager Comments and Acknowledgment	Full time	21956	Incoming International Student Advisor
6	Division of Facilities and Campus Operations (Robert Maffia)	Robert Maffia	Office of Campus Police Administrative Details (Robert Digenova)	Christopher Campbell	Robert Digenova	Robert Digenova	4. Completed Evaluation Awaiting Manager Comments and Acknowledgment	Full time	13730	Sergeant
7	Division of Facilities and Campus Operations (Robert Maffia)	Robert Maffia	Office of Campus Police Administrative Details (Robert Digenova)	George Martinez	Robert Digenova	Robert Digenova	4. Completed Evaluation Awaiting Manager Comments and Acknowledgment	Full time	13506	Police Sergeant
8										

Ready

Click the Excel icon to download completion details