

# Applying Card Talk to the Performance Appraisal Game

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# Review of Card Talk

- Every message requires you to play a Talk Card
- We have personal and professional decks
- Talk Cards are reciprocal
- We select the Talk Cards we need to play our Talk Card Games
- We win when we accomplish our content goals
- [Leadertalkcards.com](http://Leadertalkcards.com)

# Card Games

- Performance Appraisal Game
  - Step 1: Performance Planning
  - Step 2: Continuous Feedback
  - Step 3: Annual Review
  - MSU.edu and search for:
  - Performance Excellence



# Step 1: Performance Planning


- With Employee:
  - Review position description
  - Set measurable goals aligned with unit mission and core values
  - Complete employee development plan, skill building actions
  - Discuss performance and behavior necessary to meet/exceed expectations
  - Set date for mid-cycle check-in to review progress

# Step 2: Continuous Feedback

- Cards Needed:
  - Professional: Coach, Mentor, Leader
  - Personal: Friend, Sports Fan, etc.
- Employee engagement in goal areas
- Idea sharing, check-ins, recognition k



# Step 3: Annual Performance Review

- Cards Needed: Professional and personal
  - Begin with open-ended conversation about the job, the organization.
  - Move to accomplishments and goals achieved
  - Discuss development opportunities, both completed and in progress.
  - Conclude with a plan for areas of additional improvement.
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# Case Study Discussion

- Discuss the process you use for performance appraisals in your organization.
- To what extent do they meet the three steps proposed here?