

# Productive Performance Appraisals (Worksmart Series)

Paul Falcone, Randi T. Sachs



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### **Productive Performance Appraisals (Worksmart Series)**

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Now completely updated, the book has new sections on rating employees, justifying scores, and weaving disciplinary language into the review. Readers will also find guidance on developing career plans, keeping consistent records, communicating changes in roles, how reviews are used when determining layoffs, and much more.



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