



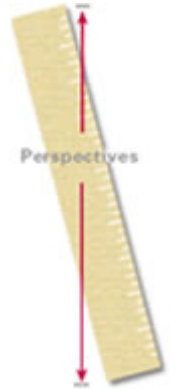
PERFORMANCE PROGRAMS INC.

assessment, awareness, action

Checklist: Are You Ready to Succeed with 360 Feedback?

Why do you want to use 360 degree feedback surveys? Some common reasons include:

- Executive assessment and development
- Succession planning
- Core competency assessment for specific roles
- Skill development for new supervisors, managers, team leaders and executives
- Team development
- Consultative and service skills development



What outcome are you hoping to achieve with 360? Some common goals include:

- Enhanced leadership & vision
- Organizational bench strength
- Adaptability to rapid change
- Up-leveling individuals to new roles
- Increased team commitment

Have you conducted a 360 survey before? If so, was it successful? Administrative considerations:

- How many different locations?
- How many different languages?
- Do you have a preference for how the survey will be administered?
- Internet
- Mailed to home or office
- E-mail

How will feedback be delivered and reinforced effectively? Some common methods include the following:

- Through trained feedback providers
- In conjunction with training
- In conjunction with individual coaching
- Linked with performance appraisal
- Time 1, Time 2 cycles to track and illustrate improvements

How are you planning on delivering the data?

- Through individual coaching sessions
- During training
- Summaries for top management

How well positioned are you to help feedback recipients take action on the resulting data?

- How many employees in your organization will be given feedback?
- Do you plan on repeating the feedback process at a later date to determine progress?

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