# Employee Performance Evaluations Are Important For Employee Morale

Consistent and constructive employee performance evaluations are important for employee morale. Employees want to know how they are doing, what they are doing well, as well as areas that need a little improvement in their results.

One of the biggest comments from employees in most organizations is that they don't receive any feedback about how they are doing and if they do get any feedback, it's almost always negative. While sometimes performance evaluations are not the most pleasant thing to receive, they should always be constructive.

Typically, annual reviews for employee performance evaluations are given on the anniversary date that the employee joined the company. Some companies prefer to bundle reviews together by department or division making tracking easier. Or, they perform all employee evaluations at the end of the calendar or fiscal year. The problem with this philosophy is employees could compare notes on reviews, which could lead to morale issues, plus managers can become overwhelmed by the number of performance evaluations they must perform in a short amount of time.

Scheduling employee performance reviews as close to an employees' hire date is the best strategy for most companies. For most organizations, keeping track of when to give employee performance evaluations is the most difficult part. Having a quality system of tracking due dates and reminding managers when to have drafts of employee performance evaluations handed in to their approvers is another vital component to ensuring you get the reviews accomplished on time. Once a system is in place, the key is to get them written, approved, and given to the employee just before or within a week or two of the annual review date.

Even when employees receive constructive criticism, along with suggestions for improvement, in their performance evaluations at least they know where they stand and can work to improve their job performance. Those employees receiving a "good" or "excellent" performance review will be pleased to receive the feedback and motivated by it, particularly if it occurs on a regular basis.

Employee performance evaluations can be typed and stored directly into Staff Files HR software. A built-in alert system will remind users when performance reviews are due. Try Staff Files for yourself by downloading a free demo version of the software at http://www.employee-performance-evaluation.com

{mosgoogle}