



# 360 Feedback Multi-Rater Assessment

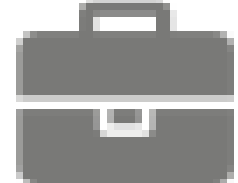




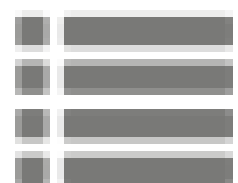
# Sprigg 360 Feedback Reviews & Supporting Tools

"Simple, 360 Feedback Solutions" - Make feedback easy to give and receive!


In addition to the confidential 360 Feedback Survey, we bring you additional tools that support the User experience. Such as our “Continuous Feedback” feature – real-time feedback with public and private recognition, even the ability to offer feedback anonymously. A Development Plan feature is also included along with Check-In Meetings and even Tips & Training Guidelines on Giving Feedback and other relevant skills.



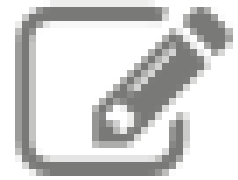
My 360 Feedback Metrics




360 Reviews



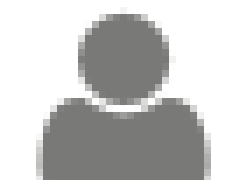
Development Plans



My Notes



Feedback Inbox



My Profile

Creating Feedback For Anne Parker

Anne Parker  
Sales and Support Specialist

Subject:  
TODAY'S ONLINE MEETING

Feedback:  
Nice job on the meeting today!

Add attachment:  

Choose File

 No file chosen

Send

☒ Visible to Everyone

☐ Visible to Anne Parker and Leader

☐ Visible to Leader only

☐ Share Feedback with HR

☒ Make me Anonymous (Leave unchecked to display your name with feedback.)

Request Feedback

[Request Feedback from Anne](#)

Giving Feedback

Performance Coaching

Conducting a 360 Review

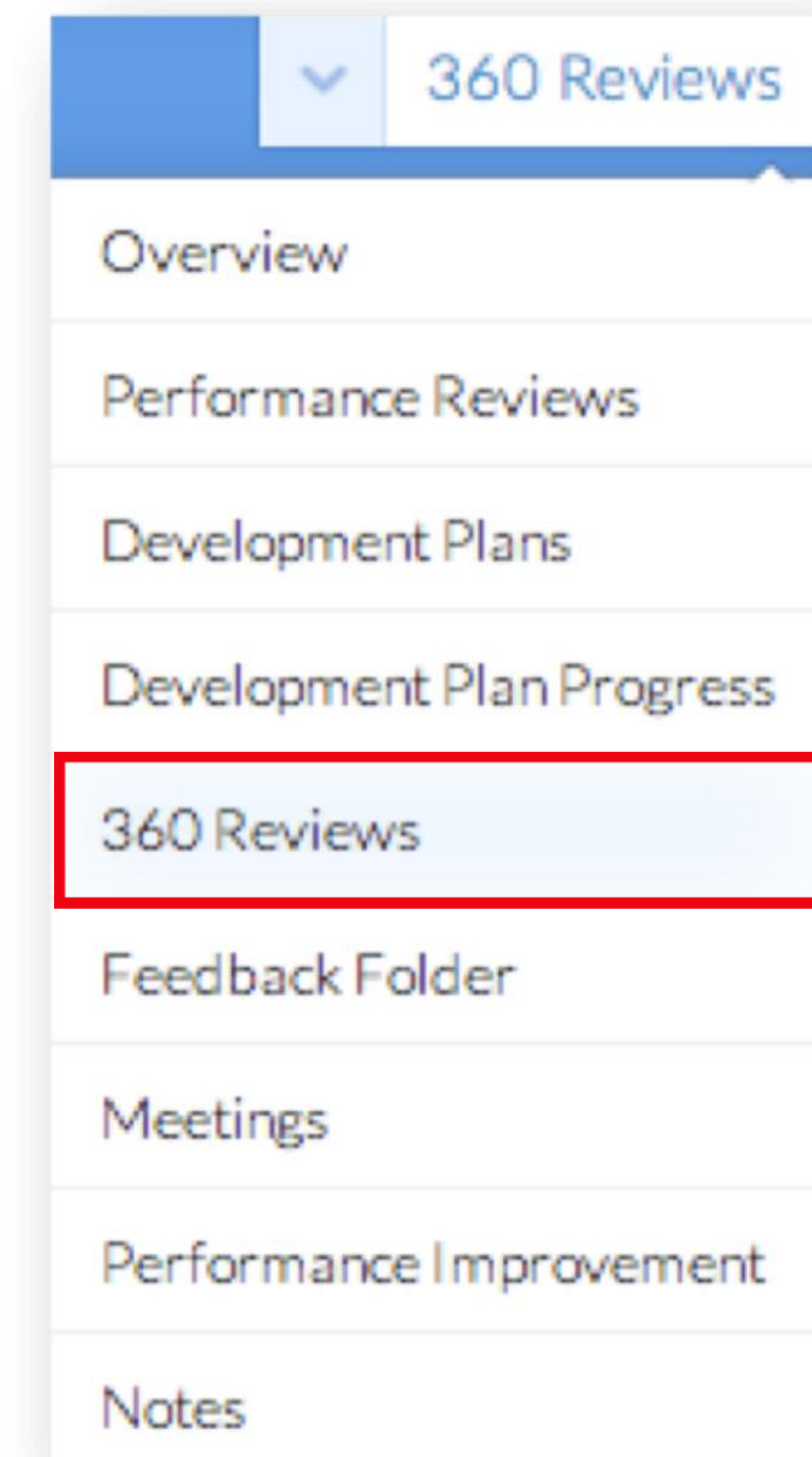
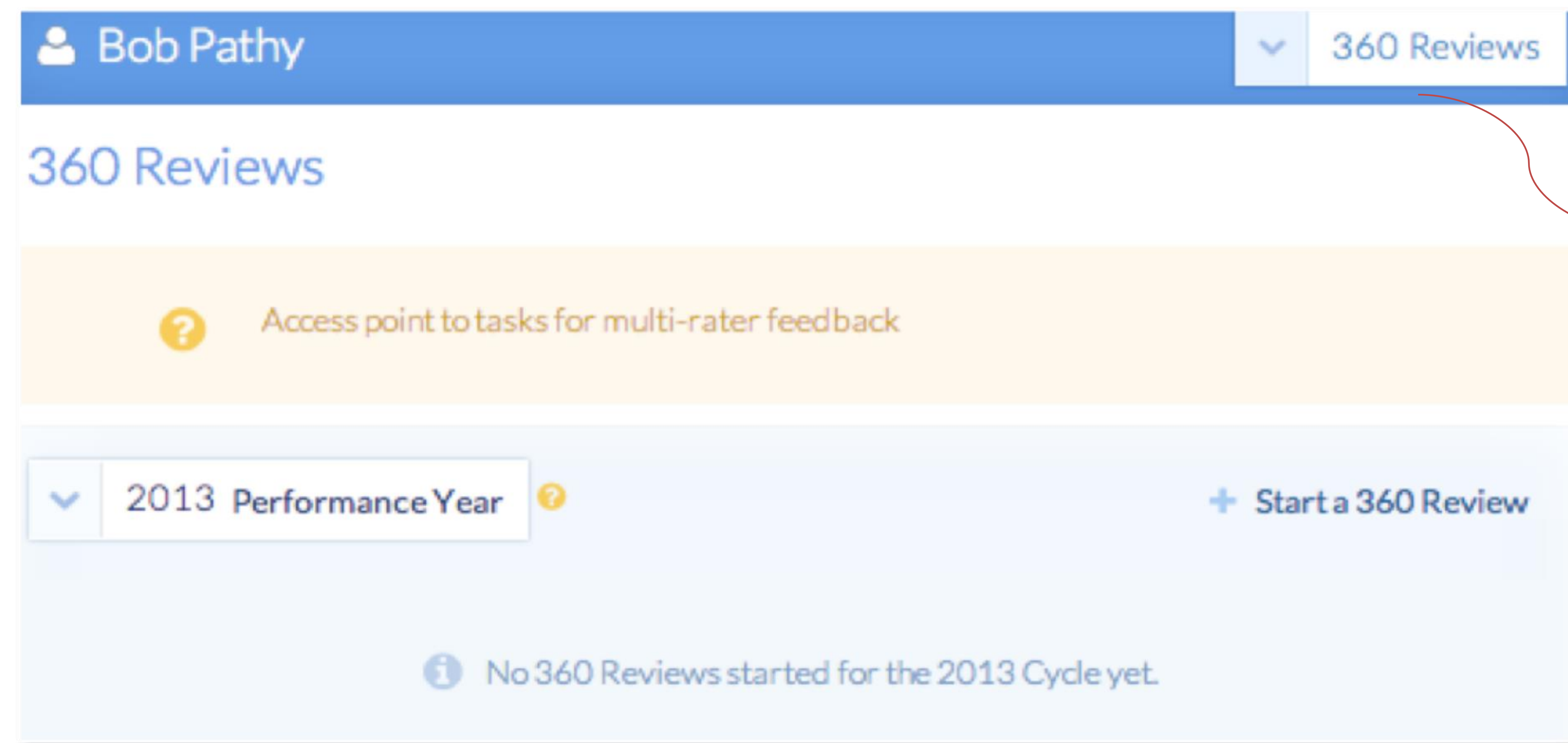
Check-In Meetings





# Leader's Access to 360 Kick-Off

Leaders select the employee and then initiate the 360 Survey via their Leader Toolkit.



Next, select **360 Reviews** from the menu.





# Completing a 360 Feedback Review

Here, the participants evaluate the employee's performance by providing providing a rating that is linked to a numeric value. In addition, participants can utilize a Feedback Bank containing suggestions for for feedback. Both rating scales and feedback comments are customizable.

MyTasks

☐ Complete a 360 Review regarding Bob Pathy >

Contributing to a 360 Review regarding Bob Pathy Back

1 Rate Statements > 2 Finalize Your Review

Decision Making & Judgment

Clearly identifies objectives and brainstorms alternative ways to reach the objectives.

0 Unacceptable Needs Improvement Solid Performer Exceeds Expectations Exceptional

Comment

Save Rating

Rate Goals

★ Learn Ruby Programming Language

Learn the Ruby programm language and Ruby on Rails framework. I'll do this by learning the language first and then doing a sample project using the Rails framework.

Weight 1

87 Unacceptable Needs Improvement Solid Performer Exceeds Expectations Exceptional

Comment Comments Bank

Save Rating Skip rating this goal ✓ Saved

360 Performance Rating

Click to add a comment

- ☑ Demonstrates the ability to perform tasks which are consistent with the needs of the job
- ☑ Produces finished work in a timely manner
- ☑ Work is accurate, useful, and thorough
- ☑ Assumes responsibility and is accountable to deliverables
- ☑ Prioritizes those needs relative to importance
- ☑ Can work independently on directed tasks
- ☑ Is capable of achieving more; need only ask for help
- ☑ Is an enthusiastic member of the team who enjoys all aspects of the work
- ☑ Has settled well into the role and has made immediate contributions to the team
- ☑ Time management is essential to furthering your success

Cancel

Feedback Bank





# Summary of Performance

The manager receives a summary report that captures all participants comments and ratings by competency statement. This is a printable document which the manager can then reference during 360 Feedback meetings. The survey content is 100% confidential and all and all participants' anonymity is preserved.

Overall Score →

Comments →



← Ratings on Competencies





# Summary Reporting

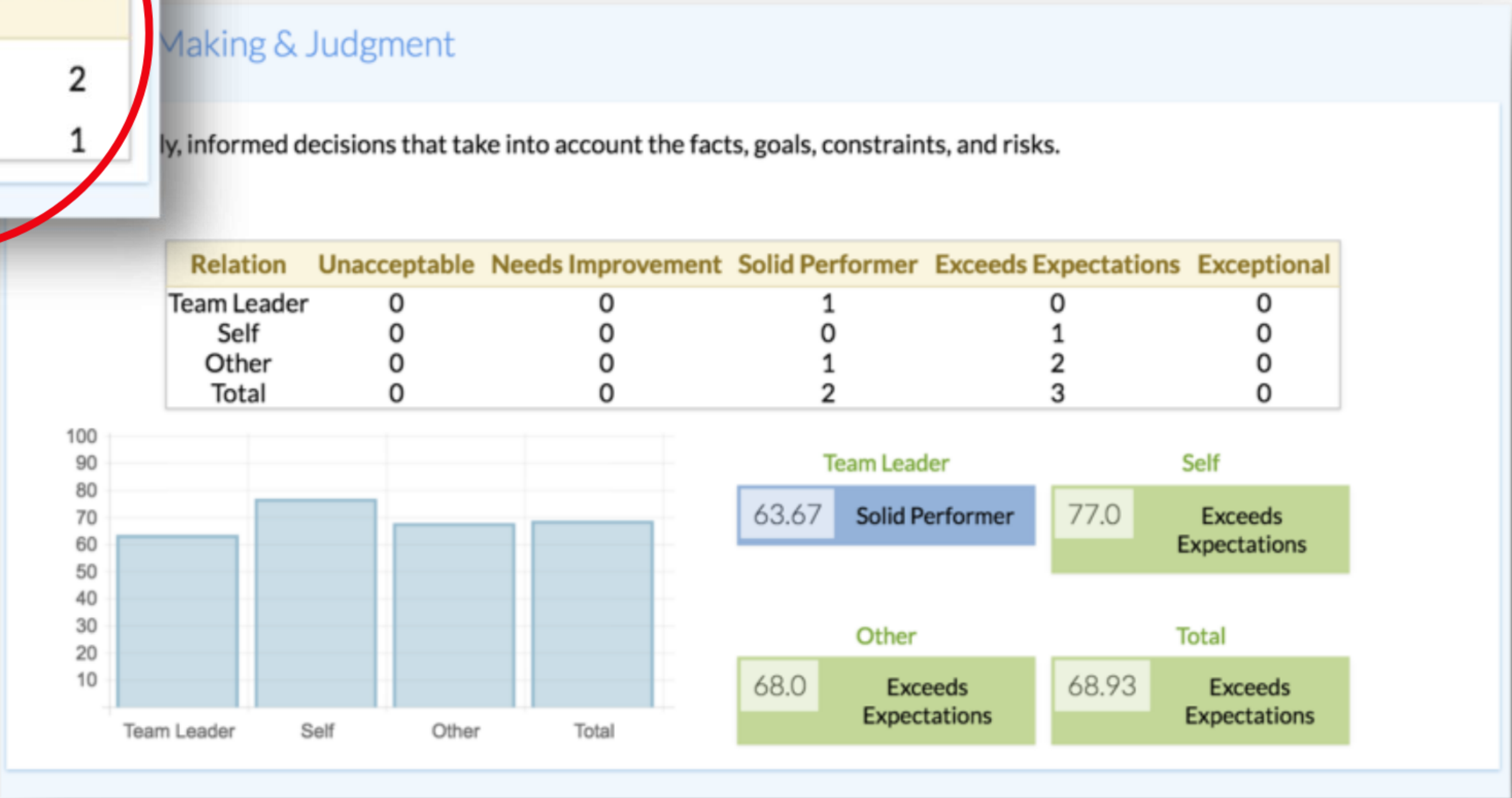
Generate Team and Individual Performance Comparatives, and export into Excel or CSV Files.

Viewing 360 Review Results for "360 Review for Bob Pathy"    [Export to XLS](#)    [Print to PDF](#)    [Back](#)

Overall 360 Review Summary

Competency Rating Summary

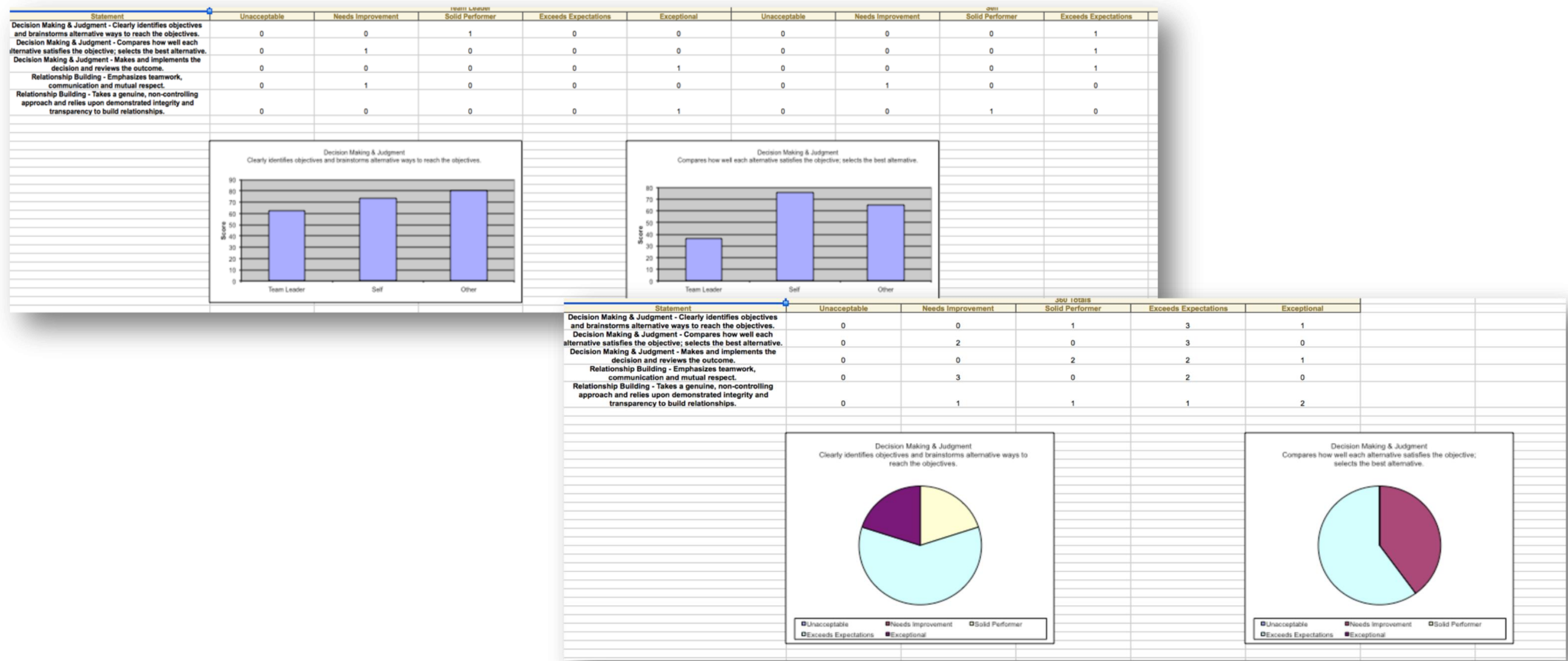
Competency	360 Participant Summary					Score		Part. Rank	Self Rank
	Unacceptable	Needs Improvement	Solid Performer	Exceeds Expectations	Exceptional	Part. Score	Self Score		
Decision Making & Judgment	0	0	2	2	0	32.5	37.5	2	2
Relationship Building	0	0	3	1	0	30.0	27.5	1	1





# Summary Reporting – Export to Excel

Generate Summary & Detailed Reports by Competency & Statements.





# Summary Reporting – Aggregate & Individual

## 360 Feedback Review Status Report

[Export to xls](#)

Team **All team** Status **All status** Evaluation **Year-End** Year **2021**

Team	Leader	Employee	360 Feedback Review Status	Self Evaluation Status	Manager Evaluation Status	Other	Guest	Review Type	Rating	Part Score	Self Score
Corporate	Peter Samson	Jilaine Parkes	Not started	Not started	Not started	Not started	Not started	Year-End	N/A	N/A	N/A
Corporate	Peter Samson	Sarah Crellin	In progress	Not started	Complete	Complete	Not started	Year-End	Exceeds expectations	67	67
Information Technology	Jilaine Parkes	Bob Pathy	Completed	Complete	Complete	Not started	Complete	Year-End	Exceeds expectations	75	75
Information Technology	Jilaine Parkes	Jennifer Bright	Completed	Complete	Complete	Not started	Complete	Year-End	Exceeds expectations	75	75
Information Technology	Jilaine Parkes	Robert Jones	Completed	Complete	Complete	Complete	Complete	Year-End	E		

### Browsing Anne Parker's 360 Reviews

[Back](#)

2021 Performance year

★ Quarterly Review

[Re-Open Evaluations](#)[Status](#)[Edit](#)[Delete](#)[Results](#)

✓ Status  
In progress

✓ Completed  
0

👤 Participants  
4



# Training, Reference, and Support

Online Help Desk support included and accessible on each User's Landing User's Landing Page.

Contact the Helpdesk

How can we help you?

**Question\***

*Briefly describe your question*

**Details\***

*Fill in the details here. Please try to be as specific as possible.*


**Name\***

**Your email address\***

Powered by Zendesk

Submit

## Logging In

 Sprigg

Email

Password

[Forgotten your password?](#)

☒ Remember me

Login

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## How to Complete Survey

Contributing to a 360 Review regarding Bob Pathy [Back](#)

1 Rate Statements > 2 Finalize Your Review

Decision Making & Judgment

Clearly identifies objectives and brainstorms alternative ways to reach the objectives.

0  Unacceptable Needs Improvement Solid Performer Exceeds Expectations Exceptional

Comment

Save Rating





# Continuous & 360 Feedback



## Continuous Feedback

Made available on both our desktop and platforms, this feature enables the user to or get real-time feedback, instantly.



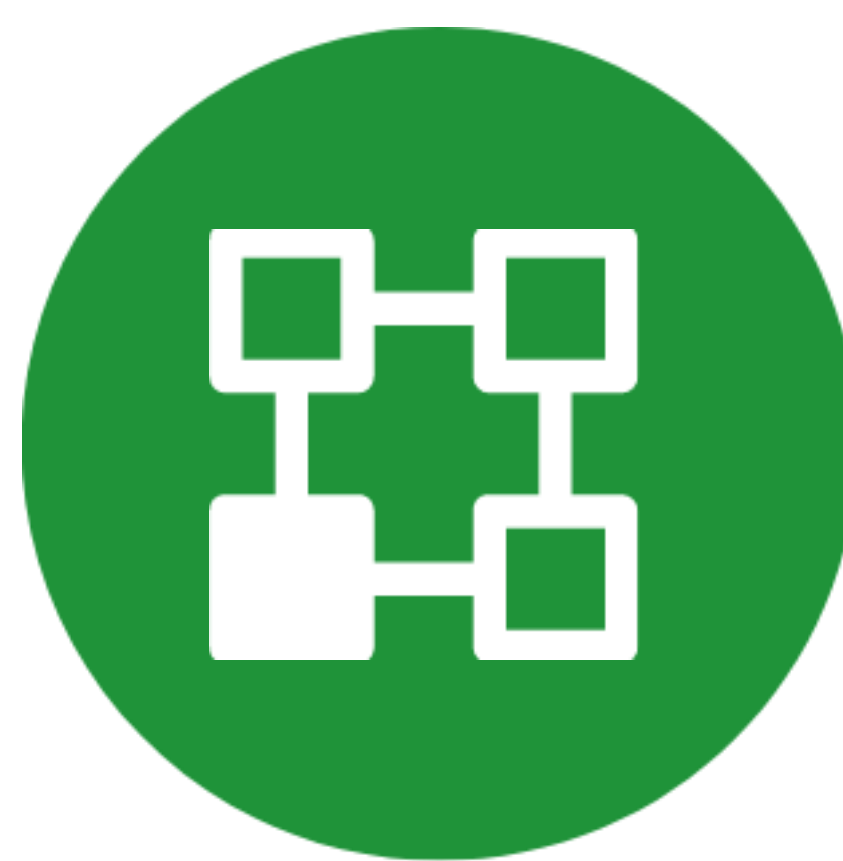
## Feedback Tips

Giving feedback is a skill. Sprigg provides the Users Users quick tips on how to best deliver constructive constructive feedback.



## Tools & Tactics

Sprigg promotes conversations via our Check-Meetings tool which helps leaders & to gather & organize thoughts & comments.



## 360/Multi-Rater

Solicit feedback from more than just the leader; add add peers, colleagues, direct reports and even customers to contribute feedback.



## Feedback Bank

Struggling to find the right words? Sprigg populated Feedback Banks that contain ready-phrases that you can modify.



## Notifications

Never miss any feedback sent your way through through instant notification emails that prompt you to you to log in and view.







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