Introduction
This one day training course uses the concepts and terminology associated with the SuccessFactors Performance Management module to help you develop a working knowledge for use in implementing your performance strategy. You will gain basic skills in how to use SuccessFactors as a System Administrator and learn how to use basic tools for managing performance in your organisation.

Content
Duration: 1 day
Getting Started
- What is Performance Management?
- Performance Cycle Steps
- Creating Competencies
- Creating Job Families and Roles
- Workshop - Creating Competencies
- Workshop - Creating a Job Role

Form Template Set-up
- Creating Rating Scales
- Adding and Modifying Route Maps
- Workshop - Creating a Rating Scales
- Workshop - Adding a Route Map

Performance Form Templates
- Adding Templates from the Success Store
- Workshop - Working with Performance Form Templates

Form Template Configuration
- Configuring General Settings
- Editing Fields and Sections
- Modifying Form Template Settings
- Workshop - Editing General Settings

Performance Cycle Management
Creating a Launch Form Schedule
Managing the Performance Cycle Process
Workshop - Creating a Launch Form Schedule

Ad-Hoc Reports
Creating Ad Hoc Reports
Workshop - Creating and Ad-Hoc Report

Dashboards and YouCalc Tiles
Adding a Dashboard and YouCalc Tiles from the Success Store
Workshop - Adding a Dashboard and YouCalc Tiles from the Success Store

Goals
- Describe the tools and concepts used in SuccessFactors Performance Management.
- Conduct a typical performance cycle with classic performance management forms.
- Create a rating scale and route map.
- Modify form template settings.
- Launch and test forms.
- Add competencies to a form.
- Create job roles, job families and map competencies to job roles.
- Run basic ad-hoc reports with Performance Management data.
- Determine which changes will require the assistance of a SuccessFactors Consultant.

Prerequisites
SuccessFactors Foundation Course

Applicable Certification
SuccessFactors System Administrators responsible for granting permissions for the Performance Management module, configuring and launching Performance Management forms and participating in the Performance Management review cycle.

Variants
- On Site
  - on request | Price: on request
- London
  - on request | Price: on request
- Birmingham
  - on request | Price: on request
- Bristol
  - on request | Price: on request
- Cardiff
  - on request | Price: on request
- Copenhagen
  - on request | Price: on request
- Glasgow
  - on request | Price: on request
- Manchester
  - on request | Price: on request
- Oslo
  - on request | Price: on request
- Stockholm
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