

Employee performance management software: A Guide to choosing the best software

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Performance management is an ongoing process of collaboration between a boss and an employee that happens during the year, in pursuit of accomplishing the strategic goals of the company. The communication process involves clarifying expectations, setting priorities, defining targets, providing input, and evaluating performance. Performance assessment and feedback provision is not an isolated event that relies on an annual performance evaluation. It is an ongoing process that takes place all year long. The performance improvement process is a loop focused on evolving priorities, with discussions varying from year to year.

Since *performance management* is an ongoing process of collaboration between a boss and an employee, there is a need to use the best *performance management software*. A *performance management software* is a tool designed to help executives write specific work profiles and priorities, build appropriate targets that fit with the goals and purpose of the organization, record performance, and write reviews. Via openness, acknowledgement, and feedback, the best *performance management software* can also enhance employee engagement. The rest of the team will see how they relate to the mission of the company and how programs for professional development fit with business objectives.

It is difficult to determine the market size for *performance management software*, as the software is frequently lumped in with other HR tools. By 2024, existing forecasts forecast the talent management industry at about \$16 billion, with a growth rate of about 16% (Anon, 2021). The lifeblood of every company is a talented and professional workforce. Companies spend an average of \$4,000 each time they fill a new position, according to SHRM, and that's beyond the expense of wages, benefits, and work board. But if companies do not take the time to consistently cultivate their most important assets, talent, then all the money and effort expended on recruiting is for nothing. Companies need to look closely at how *employee performance* is handled and evaluated and take a similar look at the technologies they use to do so.

What is the best employee performance management software?

It's important to ensure that your workers perform well in their work, and a performance appraisal is one way to quantify this. However, a repetitive and inefficient process may be the evaluation process, which is usually organized between HR, the manager and the employee. For management and staff alike, the time of appraisals becomes very hectic and there are chances that it may also interrupt project work. It is said that the correct type of *performance management* system could decrease the overhead of the entire process. There is a lot of such software on the market, and it can be very difficult to choose the one that best suits your business. We assist you in choosing the best performance review method for your company in this report.

Organizations are continually trying to better evaluate and monitor the success of workers. Management of performance is aimed at enhancing the bottom line of a company by stimulating *employee performance*. It further aligns the staff and individual interests with the overall priorities and vision of the organisation. Most companies are beginning to shift away from manual *performance management* tools that consume time to advanced *performance management software*. The Global HR Trends study by Deloitte reveals that almost 70% of companies have begun reinventing their method of *performance management* (10 Step Checklist for Choosing *Performance management* System in 2019, 2021).

Modern *performance management* has gone well beyond employee happiness, focusing on employee engagement and motivation. Highly motivated workers are 125% more efficient than those who are merely happy. Modern *performance management* programs have made employee well-being an important part of performance evaluations since companies began losing £42 billion a year to work-related stress. Organizations receiving ongoing feedback have a 14.9% lower turnover than other organisations conducting annual evaluations. Most *performance management* tools have several different components built into them but the following are the top features of the **best performance management systems**:

1. **Past performance details:** This helps management and staff to assess milestones and successes and bring the latest outcomes into perspective. It also highlights how they have done against their position profile and sets yearly targets.
2. **Feedback mechanisms:** A successful *performance management* instrument requires a segment to collect 360-degree feedback on the performance of an employee.
3. **Ratings and scores:** You will be able to assign ratings to your team's performance, and a good *performance management* tool will allow the business to customize these options to fit in with their existing performance scoring process
4. **Development plans:** This aspect of an *employee performance management* system enables staff and managers to identify the goals of what they should strive towards and accomplish in the future, as well as to collect any relevant information on possible future training needs, promotional opportunities or other topics related to growth.

How to keep track of employee performance

It's more than just eye-opening to assess how well your team is doing their job: it's crucial to your business's success. What's the relationship between the training metrics of your workers and their success at work? How effective has their preparation been? How long would it take for a new member to be completely on board? Are more experienced workers pulling their weight and consistently improving over time? These are all questions addressed by powerful performance monitoring for employees. The use of technology makes it easier than ever to track employee efficiency, removing the excuse "but I don't have time for that."

Employee performance monitoring is important in ensuring that your company performs successfully and achieves its strategic objectives. Here are surefire ways to track *employee performance* at your company concretely, quickly and accurately:

- Set expectations and goals first

The first question is: do your workers know exactly what is expected of them? If not, efficiency and output overall would suffer. In addition to ensuring that each worker understands their high-level job description fully, make sure that they also have a complete understanding of what is required of them for each particular project, including specific deadlines. Another way to guarantee that the workers know exactly what they're going to do? Help them build goals for themselves, along with a timetable for when each particular goal will be accomplished. Have them use the SMART goal-setting approach (specific, observable, achievable, practical, and timely) for the best (and most easily trackable) outcomes, and keep track of their objectives with a task management system.

- Measure both short-term and long-term goals with *employee performance management software*

Both short-term task completion and long-term success are the most productive performance metrics, the latter of which paints a more striking image of true effects. Find an online portal that allows you to track short-term goals and long-term accomplishments easily, such as unique KPIs that can increase or change over time. The best way to track the output of employees would rely on the essence of the job in which your employees participate. Employee computer tracking software is an exemplary tool for companies that frequently use electronic devices to conduct their core tasks by monitoring the time spent on tasks and detecting unproductive use of the internet by employees.

- 1:1 Meetings & Reports

Managers play a vital role in promoting changes in the performance of their workers. Standup meetings are an excellent opportunity for managers to establish partnerships, provide genuine and regular appreciation, and gain input from employees on process enhancement. If managers make a habit of checking in periodically, they can gain a better understanding of the progress of ongoing initiatives, monitor employee engagement, and help eliminate any blocks that interfere with the productivity of employees. If managers make a habit of checking in periodically, they can gain a better understanding of the progress of ongoing initiatives, monitor employee engagement, and help eliminate any blocks that interfere with the productivity of employees. If managers need additional insights or are not as open as they need to be for daily check-ins, incorporating direct interaction with the data-driven insights generated by employee tracking reports would allow them to keep their fingers on their workforce's pulse before they can return to their normal routines.

- Self-Monitoring

Improving the output of workers does not fall entirely on the company and its directors. Employees who are regularly involved in self-monitoring can use instruments such as project schedules, checklists, and task reports to proactively assess the success of their tasks and personal productivity. Self-monitoring tools can help enable workers to set and track their own goals, resulting in increased involvement and ownership of their duties. If your company monitors the performance of employees with software, employees can also benefit from access to their employee tracking reports.

These reports will provide detailed metrics for the employees on how they spend their time during the workday, helping them to change themselves when required. With the daily stand-up reports that the employee would have with their boss, constructive self-monitoring goes hand in hand. Self-monitoring provides the worker with a better understanding of their results and current needs, helping them to make the best use of the time spent on these brief check-ins.

- Project Management Tools

When used in combination with other related metrics, time spent working can be a valuable measure, but is the work getting done? Project managers can not only control project progress with project management software such as Asana, Monday, and Trello. They can also track employee results! Project management tools help project leaders to track employees' project-specific performance, identify blocks of project development, and outline upcoming deadlines for the deliverables required to ensure smooth execution of the project.

Performance management software examples

There are several types of instruments for *performance management* out there, but here are some of the best to choose from:

1. [Kissflow HR Cloud](#)
2. [Workday](#)
3. [BambooHR](#)
4. [Engagedly](#)
5. [UltiPro](#)
6. [Halogen Performance](#)
7. [Oracle HCM](#)
8. [SAP SuccessFactors](#)
9. [Bizmerlin](#)
10. [perform](#)

Click on any software and find out more.

By mindful goal setting, identifying and monitoring the metrics that support the goals of the company, and maintaining a consistent vision for your staff, your organization can dramatically boost employee efficiency. If you are creating your own for the first time or just looking for a shift, it is important to have a great *performance management* system for a great working culture. Contact us today for a demo for our automated *performance management* system called iPerform here at ipc@ipcconsultants.com.

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