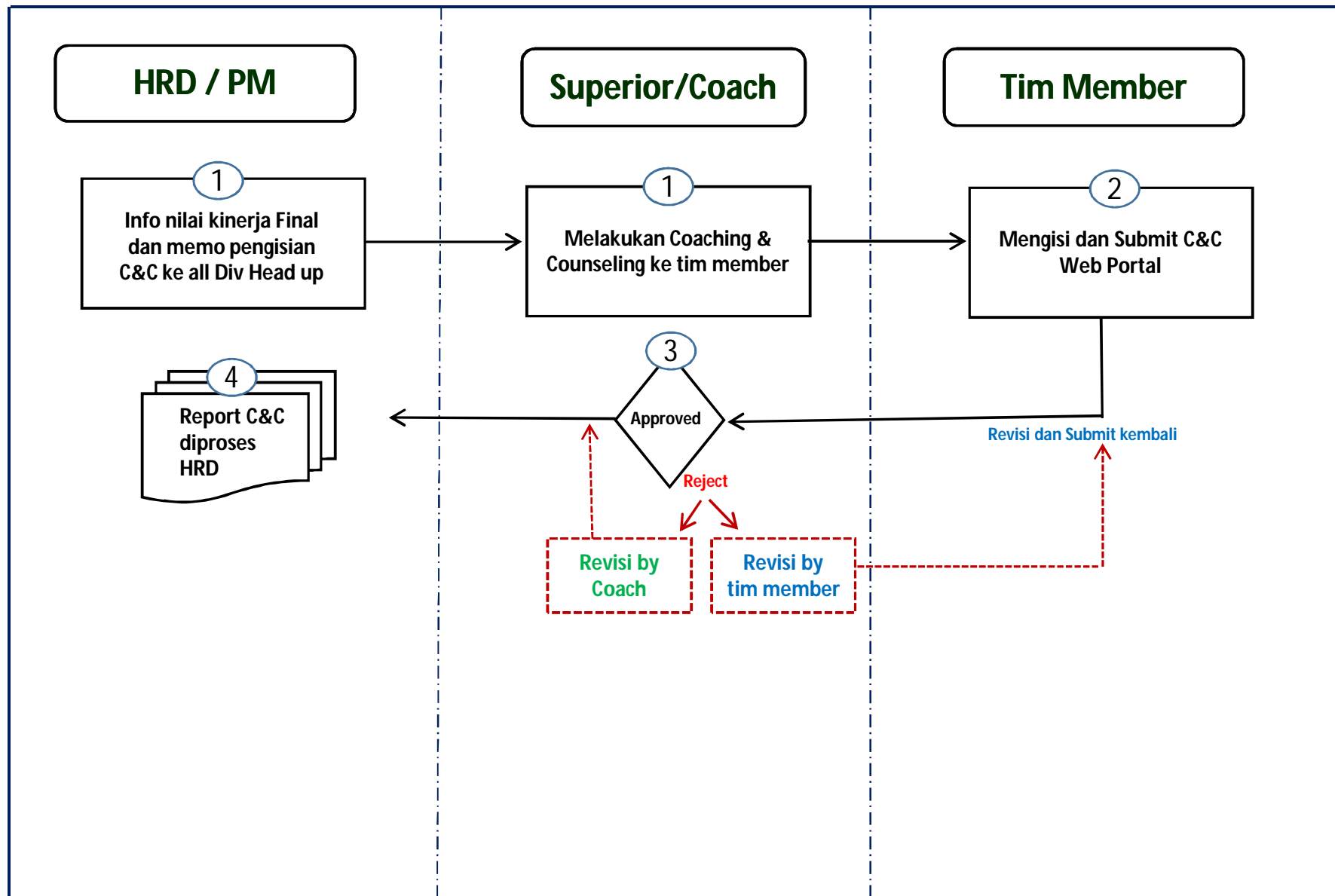


USER GUIDE (C&C PA)

Coaching & Counseling Performance Appraisal

UNTUK KARYAWAN TETAP GOL 4 UP

Tahapan Proses C&C PA Karyawan Gol. 4 & 5 Melalui Web Portal



Log In Portal

Menu Create C&C PA

Klik +Add C&C untuk menampilkan Form

Portal IGP

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 Phone: 021 - 4602755 (Ext. 184)
 Fax: 021 - 4602765
 E-Mail: [Septian, Agus](#)

HR NAVIGATION





















- IPP
- IPP TRANSACTION
- IPP APPROVAL
- IPP REPORT
- IPP MASTER (HRD)
- IPP GUIDE
- C&C PA**
- Create C&C PA
- C&C Regular
- IDP

Coaching & Counseling Performance Appraisal

Show 10 entries [+ Add C&C](#)

No	NPK
1	XXXXXXXXXXXX

Showing 1 to 1 of 1 entries

Edit C&C 2021 DRAFT

Tahun	: XXXXX	Revisi	: 0
NPK / Name	: XXXXX / XXXXXXXXXXXXX	Level & Sub Level	: XX
Company	: XX XXXXXXXXXXXXXXXX	Div / Dept / Sie	: XXXXX / XXXXXX / XXXX
Job Title	: XXXXXXXXXXXXXXXX	Coach	: XXXXXXXXXXXXX

IA. STRONG POINT OF COACHEE max. 5

+ Add

IB. WEAK POINT OF COACHEE max. 5

+ Add

II. COACHEE'S COMMENT max. 5

+ Add

III. IMPROVEMENT PROGRAM FOR NEXT YEAR (KPI FOCUS) max. 6

+ Add

IV. DEVELOPMENT ACTIVITIES FOR NEXT YEAR (IDP FOCUS) max. 5

+ Add

Save as Draft

Submit C&C

Kembali

Print

Delete C&C

Catatan :
 Semua kolom diisi kemudian klik tombol "SAVE" dan jika sudah OK klik tombol "Submit C&C"

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Portal IGP

Sign in to start your session

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Approval C&C PA

HR NAVIGATION

- IPP**
- IPP TRANSACTION
- IPP APPROVAL
- IPP REPORT
- IPP GUIDE
- C&C PA**
- Create C&C PA
- C&C APPROVAL COACH**

Coaching & Counseling Performance Appraisal **Coach Approval**

Home > HR - C&C - Coach Approval > Daftar C&C

Show 10 entries Tahun 2021 Status ALL

Level ALL

No	NPK	Tahun	Revisi	Department	Status	Action
1	XXXXX XXXXXXXXXXXXXXXXXXXX	XXXXX	1	XXXXXXXXXXXXXXXXXXXXXXX	APPROVE COACH	
2	XXXXX XXXXXXXXXXXXXXXXXXXX	XXXXX	0	XXXXXXXXXXXXXXX	DRAFT	
3	XXXXX XXXXXXXXXXXXXXX	XXXXX	2	XXXXXXXXXXXXXXXXXXXXXXX	APPROVE COACH	
4	XXXXX XXXXXXXXXXXXXXX	XXXXX	-	XXXXXXXXXXXXXXXXXXXXXXX	SUBMIT	
5	XXXXX XXXXXXXXXXXXXXXXXXXX	XXXXX	-	XXXXXXXXXXXXXXX	NOT YET	

Approve/Reject C&C

1

2

Reject C&C Performance Appraisal

Catatan :

1. Klik tombol Approve/Reject
2. Klik tombol "Reject" jika ada yang akan direvisi
 - *Reject (for user) = jika revisi data yang akan mengupdate karyawan ybs (tim member)
 - *Reject (for coach) = jika revisi data yang akan mengupdate Coach nya langsung.
3. Setelah Revisi atau jika sudah OK klik tombol "Save&Approve"

TERIMA KASIH