

GOAL SETTING

Employees



Driving High
Performance



The 6 Musts for successful Goal Setting:

- 1** Make sure your goals are SMART.
- 2** Set between 5 and 7 goals.
- 3** Discuss and align with your Line Manager before capturing them in SuccessFactors.
- 4** Ensure your goals are a stretch beyond your job description.
- 5** Assign a weight to each goal, based on the effort and importance of that goal.
- 6** Ensure each goal has a minimum weight of 10% and that your goals add up to 100%