**Employee Motivation Email**

Desmond Hughes

Purdue University Global

MT140 Introduction to Management

Joyce Boon

May 16, 2022

**TO: pthomas@gmail.com**

**FROM: desmondhughes@student.purdueglobal.edu**

**Subject: Employee Motivation**

Dear Philip Thomas, diminishing an employee’s motivation can happen in many ways lower levels of engagement, being treated unfair, poor leadership, or even feeling like they are uninterested in their work, and being overwhelmed with their workload. Diminishing motivation can happen to every associate, and employee. It can also cause productivity to decrease. It has an effect on their movement, emotions, behavior, and thoughts.

One reason for employees to have a diminishing motive is by feeling under valued and not being treated fairly. They often feel like they are not recognized for their hard work, and they also feel like they aren’t being appreciated by management or even other associates. That’s why “it is important to give employees credit where credit is due, even if it’s just a pat on the back” ("Seven Reasons Employees Lose Motivation | Michael Page", 2022). The littlest of complement can help them to not have their motivation diminished.

Another reason for an employee’s motivation being diminished is poor leadership. The leadership is also a very important thing that can factor into an employee’s motivation. A leader can negatively affect an employee’s mood. The employee may not like working with the leader, or manager because of how they run and approach situations. The employee may also dislike and have conflict with the manager. The manager may also have a lack of communication and motivation behind their actions, and approach on things. It can also deal with the employees feeling like they don’t have a voice and they can’t state their opinions. This can be fixed by making the employees feel like they have a voice, and let them feel like their opinion matters, and also what they think about certain situations. The manager should also be kind and treat employees with respect to not get on their bad side.

Being uninterested in their job and being overwhelmed with the workload load can also cause a problem can also to affect the employee’s motivation while working also. If the worker isn’t engaged in their job their productivity tends to decrease. Mentally their mind isn’t set on the right thing. Also going through the same routines at work can cause employees to become boredom which leads to them being uninterested. Then with them being overwhelmed by work it causes stress. That is why it is important to communicate with employees and get to know how they feel and how they act, whether if they are interested or not or need to break from their routine.

I think the Goal Setting Theory is the way to go to motivate employees. Goal Setting Theory is a way to motivate employees by challenging then to go “further towards meeting their career management goals” ("The 5 golden principles of goal setting - Bookboon", 2022). The goals that are set are clear and you can tell whether the goal has been reached or not. You have to make sure you don’t lack in communication, because determine on the communicate and clarity the more effectiveness the outcome is going to be. There are 5 principles to Goal Setting Theory, and they are “clarity, challenge, commitment, feedback, and task complexity” An example of a good Goal Setting Theory is having a good challenging goal that employees are motivated to achieve, because they like a challenge. Another example is an employee asking for feedback, so they know what to correct themselves and clarify before they reach their goal. Another one is the employee, and the employer are agreed to use resources that are needed so that they can be rewarded at the end, that is commitment towards the goal they improve their skills so they can keep processing.

A method to motivate employees is to offer them rewards. Even if you just tell them good job, or even thank them for working hard. Positive feedback goes a long way, it makes the employee feel like they are actually doing their job and doing it right. It will so that you appreciate them and all the hard work that they do, and that they actually mean something to you and the company. Rewards like bonuses and incentive programs will applaud them for doing a good job. Offering food is another great way to motivate, like snacks, having pizza parties or even donuts for the breakroom encourages employees. “In fact, a survey by Seamless found that 57 percent of employees say food-based perks would make them feel more valued and appreciated.” ("10 Scientifically Proven Ways to Motivate Employees", 2022) Food helps keep employees energized and awake so that they are more productive and get the job done.

-Desmond Hughes

**References**

Bateman, T. S., Snell, S., & Konopaske, R. (2020). *Management*. McGraw-Hill Education.

Seven Reasons Employees Lose Motivation | Michael Page. (2022). Retrieved 17 May 2022, from <https://www.michaelpage.com/advice/management-advice/development-and-retention/seven-reasons-employees-lose-motivation>

The 5 golden principles of goal setting - Bookboon. (2022). Retrieved 17 May 2022, from <https://bookboon.com/blog/2012/05/the-5-golden-principles-of-goal-setting/>

10 Scientifically Proven Ways to Motivate Employees. (2022). Retrieved 17 May 2022, from <https://squareup.com/us/en/townsquare/how-to-motivate-your-employees>