**Prompt used for creating memories:**

The flow of performance appraisal system is appraiser(Manager or higher roles employees) creates appraisal for the employees in their team by setting the details of the appraisee, appraiser and reviewer with goals add from the goal template (The goal template can be created, edited, modified by managers or higher roles employees.) or goals by modifing goal template when appraiser creates appraisal the status of appraisal is set as Draft. Once the goals are assigned then appraisal is sent to the appraisee (employee) for acknowledgement now the status is changed to waiting acknowledgement. When the appraisee acknowledges the appraisal status changes to self assessment in this stage the appraisee full the self assessment comment and self assessment rating for every goals then submits then the self assessment comment and self assessment rating input fields are changed to read only and status changed to appraiser evaluation. Then appraiser evaluates the self assessment comment and self assessment rating and writes his appraiser comment and appraiser rating reply to every goal and an overall appraiser comment and overall appraiser rating after the commenting and rating all the goals then submits then input fields are changed to read only and status changes to reviewer evaluation. Reviewer reviews the every goals comment, rating and appraisers overall comment and rating and gives his evaluated reviewer overall comments, reviewer overall rating and submit then the input fields became read only and status become completed. Strict security is being maintained. Appraisee/employee can only see the goals and self assessment rating when the appraisal status is "Appraiser Evaluation". Appraisee can see the appraiser comments, rating, Reviewer's comments rating once appraisal status is set "Complete".

Goal Template has the following attributes: Category (Multiple selection, dropdown),Performance Factor, Description, importance(High,Low,Medium) and weightage in %

Appraisal form has : Appraisee Name, email, Appraiser Name and Email, Reviewer Name and email, Appraisal Type (Annual, Half-yearly, Quarterly,

Project-end, Tri-annual, Annual-Probation) and based on the type period will be auto populated. We have appraisal settings configuration where we have set appraisal start date and end date based on these dates and except for Annual rest of the types have another drop down called range for Half-yearly (1st,2nd) for Tri-annual(1st,2nd,3rd) for Quarterly (1st,2nd,3rd,4th) when it's chosen the Appraisal start date and end date will be calculated based current date and date retrieved from settings.

Appraisee has many goals but the overall weightage should be equal to 100 %. When the appraisal status in "Appraisee Self assessment" the self assessment should appear below each goal and has fields comments and rating and the goals should be read only.

When the status is in "Appraiser Evaluation" the Appraiser evaluation should appear below the appraisee self assessment and has fields comments and rating and the goals and appraisee self assessment rating and comments should be read only. Appraiser Overall comments and appraiser overall rating should appear at the end.

When the status is in "Reviewer Evaluation" the Reviewer evaluation like comments and rating should appear below the appraiser overall rating.

**Prompt used for frontend:**

1. create an navbar with heading of Performance Appraisal Management on the left and with a notification icon and profile icon on the right side
2. Remove other irrelenvent contents and it's style
3. when notification and profile icon is clicked a dropdown with list of appraisal assessment or evaluation notification and for then displays name employee id and his role with an edit profile button.
4. Use tab categorize content below navigation bar align it center and use to switch between My Appraisal and Team Appraisal
5. Create scaffold styled cards for “My Appraisal” and “Team Appraisal” content and follow the continuous styling checklist and keep the teal/white theme consistent.