

PERFORMANCE ASSESSMENT

Write the core deliverable you’re assessing against on a sticky note and place it in its bay. Lay a People card if one reads like them, then up to three Behaviour or AI cards, questions facing up, and use the look-fors and listen-fors as your guide. Write evidence and examples, not adjectives: what they did, when, and what happened. Then tick one rating for each.

CORE DELIVERABLE — WRITE IT ON A STICKY NOTE AND PLACE IT HERE

	DELIVERED	EVIDENCE	RATING
			☐ NOT YET
			☐ DEVELOPING
			☐ SOLID
			☐ STRENGTH

PLACE BEHAVIOUR CARD HERE — QUESTIONS FACING UP · 1

	EXAMPLES	RESULT	RATING
			☐ NOT YET
			☐ DEVELOPING
			☐ SOLID
			☐ STRENGTH

PLACE PERSON CARD HERE · optional

	WHAT’S REALLY GOING ON FOR THEM

PLACE BEHAVIOUR CARD HERE — QUESTIONS FACING UP · 2

	EXAMPLES	RESULT	RATING
			☐ NOT YET
			☐ DEVELOPING
			☐ SOLID
			☐ STRENGTH

OVERALL

THE CONVERSATION IN ONE LINE
What you agreed, and the next check-in date.

PLACE BEHAVIOUR CARD HERE — QUESTIONS FACING UP · 3

	EXAMPLES	RESULT	RATING
			☐ NOT YET
			☐ DEVELOPING
			☐ SOLID
			☐ STRENGTH