

**Motlow State Community College
Non-Faculty Performance Review System
Performance Review Input**

Annual Performance Review

If you choose, you may provide input for your performance review. Your input is a valuable tool which affords you the opportunity to participate actively in two-way communication with your coach.

What were your most significant accomplishments during the review period?

Were there any specific problems (e.g., work environment, changes in assignments, etc.) that adversely affected your performance during the review period?

Is there any other information that would help your coach more accurately review your performance?

What can your coach or Motlow College do to help you in your current job or to prepare you for other responsibilities?

What are your short- and long-term professional goals?

What other areas would you like to discuss with your coach?

Signature _____ Date _____
Team Member