

MAUS

Performance Review

The smartest, easiest way to create employee reviews!

In today's business environment motivated and productive employees are an extremely valuable asset. The effective management of your staff's performance is therefore critical to the success of your business.

You can even create goals for your staff members, providing clear, attainable objectives that can be documented and monitored within the program!



MAUS Performance Review makes it easier than ever before to achieve a productive, motivated workplace. Utilising the revolutionary Intelli-Text technology, MAUS Performance Review will actually create personalised, grammatically correct text based on the rankings you attribute to each performance element.

Expert Human Resource advice and coaching ideas are provided at each stage of the review, ensuring that your reviews will meet HR best practice. The software also includes an on-going performance log that gives you the power to record the week-to-week performance of your staff.

This text is fully customisable to suit the requirements of your business, making the final review meaningful to your employees.

Clear, concise reviews play a vital role in maintaining employee relationships and monitoring employee performance. MAUS Performance Review provides managers, business owners and human resource professionals with the simple yet practical tools to Develop professional reviews instantly!

The software allows you to rate staff over an extensive range of performance competencies that can be chosen to meet your expectations.

"Supplies a foundation for implementing a comprehensive performance management system that aligns individuals, teams, business unit and organisational goals"

Peter Scougall
Service improvement
Suppliers Manager, Telstra

At a click of a button, MAUS Performance Review provides you with:

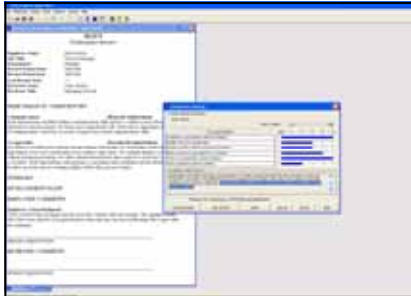
- An extensive range of performance competencies;
- A simple to use numerical rating scale for each performance element;
- Concise, grammatically correct text through the exclusive Intelli-Text Technology;
- Customisation features;
- An easy to read review report containing the key information created in the review process.

Key Benefits:

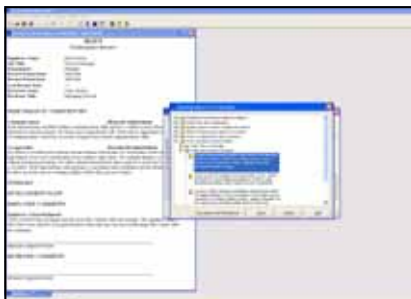
- Write accurate, personalised reviews in minutes.
- Protect your business from the devastating effects of unfair dismissal claims.
- Record day-to-day incidents as they occur.
- Expert HR advice and coaching ideas every step of the way.
- Save time at every stage of the review process.
- Provides ongoing performance management of your staff.



Write Meaningful & Effective Performance Reviews



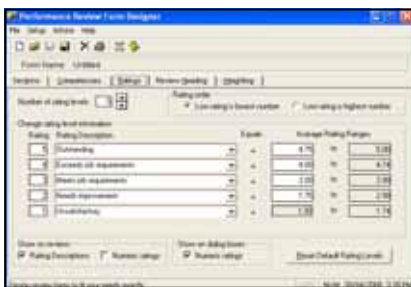
Automatic Text Generation
Utilising exclusive Intelli-Text technology, the software actually writes personalised text for you based on the ranking you attribute to each competency element.



Expert HR Advice and Coaching
Coaching ideas and development plans are available every step of the way helping you to motivate and guide the future performance of employees.



Goal Setting and Review
Set, track and measure individual goals and targets to maintain employee motivation and focus. Assign weightings to the goals depending on relevance and importance.



Customisable Review Structure
Create a review process that uses language, terminology and rating elements that are familiar and relevant to your organisation.

The step by step process >>

1. Import your employee information.
2. Customise your review process.
3. Set goals and log critical incidents as they happen.
4. Appraise the performance of your employees in minutes.
5. Give the review document to your employees, or report on the outcomes using MAUS KPI Scorecard.

Who should use MAUS Performance Review?

MAUS Performance Review is an essential tool for anyone who is responsible for the performance of their staff. Whether you have two or two hundred employees, this powerful yet easy to use software will ensure you have a driven and motivated workforce while protecting your business from any potential litigation that may arise relating to staff performance.

The software is currently used by thousands of business owners and managers such as:

Managing Directors	Team Leaders
Senior Managers	Divisional Managers
Human Resources Managers	Supervisors
Sales Managers	Marketing Managers

Key Reasons why you should use MAUS Performance Review

- Write employee reviews in minutes.
- Save 50-90% of the time to write employee reviews.
- Record ongoing achievements.
- Accurate, personalised reviews.

What does the software cover?

A comprehensive list of performance elements such as Job Knowledge, Judgment, Co-operation, Communication, Attendance and much more. The ability to rate employee performance in each area on a simple five-point scale. Clear, effective text to reinforce the employee's strong points and address areas that need improvement.

Other products to use with MAUS Performance Review

MAUS Job Description contains over 3,800 built-in job descriptions that can be customised to suit your requirements. Create your own library of descriptions that can be used again and again. Use the hiring module to create instant employment ads and interview questions direct from your description.

MAUS Policies & Procedures Manual is designed to help companies develop a complete operations handbook incorporating procedures, workflow documents and business forms into one comprehensive reference manual. Includes 90 samples policies ready to use for your business.

MAUS KPI Scorecard Manager is a program that links with MAUS Performance Review to extract the data collected during the employee review process. The software can then generate a range of powerful reports for benchmarking and comparative rankings.

Summary of Features

Performance appraisals, automatic text generation, goal setting & measurement, coaching Ideas, critical incident Reporting, attach supporting documentation, View Past Reviews, adaptable review templates flexible Rating Scale, customisable language, fully networkable, password and encryption protected security, definable permission settings.