

The 5 Question Assessment

Completion of this high level assessment will assist you in determining whether or not your organization has a need for development of individuals or whether it has a performance management issue which must be addressed in order to significantly improve the performance of your organization.

1. What exactly is happening that should not be happening?

Describe specific observable facts or observation.

2. What exactly is not happening that should be happening?

Describe specific actions that should be observed as happening that are not observed.

3. Have these tasks been completed properly or the desired behaviours exhibited in the past? If so by whom and under what conditions?

If the answer to the first question is YES, indicate the role of the individual performing and specifically under what conditions the task / activity was properly performed.

4. How is successful completion of the task or exhibition of the appropriate behaviours measured?

Describe specific factual measurements only.

5. Is a formal training & development program in place for this process or development of the desired behaviours?

For a comprehensive evaluation of the results of this assessment, forward the completed document to The Newman Learning Group Inc. via email at Gordon@newmanlearning.com or contact us by phone at 905.790.2944