

5 Questions to ask your manager during the **PERFORMANCE EVALUATION** Process



1. What did I do well this year?

Request specific examples to make an actionable plan.

2. What are the areas of my performance improvement?

Request specific examples to make an actionable plan.

3. What skills do I need to develop to excel at my current job?

This question opens the doors for your professional development.

4. What goals would you like me to achieve in the next Performance cycle?

Make notes of your discussion and keep track of your progress.

5. What resources and tools are available to perform my job?

This question ensures you have resources and tools required for you to perform as per the expectations.