

## PERFORMANCE APPRAISAL QUANTIFICATION

*“Turn Subjective Performance Reviews into Measurable, Fair, and Data-Driven Evaluations”*

### Schedule

Date	Venue	Fees (Face-to-Face)
14 - 15 Apr 2026	Dubai - UAE	USD 1995 per delegate

► **Available delivery methods:** Face-to-Face & Online Training

### Introduction

Traditional performance appraisals often suffer from subjectivity, inconsistency, and bias—limiting their effectiveness in driving improvement and rewarding merit. Quantifying performance through measurable indicators and structured frameworks is essential for establishing fairness, accountability, and transparency in modern performance management systems.

This practical 2-day training equips HR professionals, team leaders, and performance managers with tools to design and apply quantitative performance metrics. Participants will learn how to link employee outputs to KPIs, develop scoring models, and calibrate appraisals across roles and functions to ensure equity and credibility.

### Objectives

By the end of this course, participants will be able to:

- Understand principles and benefits of quantifying performance appraisals
- Identify key performance indicators (KPIs) for various roles
- Develop scoring systems and weighting schemes for performance components
- Apply quantification methods for behavior-based and goal-based assessments
- Calibrate and validate appraisals for fairness and accuracy

## Why Attend

- Eliminate bias and subjectivity from performance reviews
- Create data-driven performance frameworks that drive accountability
- Learn practical quantification techniques applicable across job functions
- Improve employee trust in performance evaluation processes
- Align performance outcomes with organizational objectives

## Target Audience

This program is designed for:

- HR professionals and talent managers
- Department heads and team leaders
- Performance management and OD specialists
- Learning and development professionals
- Anyone responsible for appraising or evaluating staff performance

## Individual Benefits

Key competencies that will be developed include:

- Developing and applying KPI-based scorecards
- Objective measurement of qualitative behaviors and soft skills
- Use of weighted scoring models and performance matrices
- Linking performance to rewards, promotion, and development plans
- Designing feedback mechanisms based on quantifiable insights

## Organizational Benefits

Upon completing the training course, participants will demonstrate:

- Improved consistency and fairness in performance reviews
- Clear linkage between employee performance and business outcomes
- Reduced disputes and increased transparency in appraisal processes
- Stronger alignment of individual and team goals
- Enhanced retention and motivation through merit-based recognition

## Instructional Methodology

The course follows a blended learning approach combining theory with practice:

- Strategy Briefings - Performance quantification frameworks and scoring methods
- Case Studies - Appraisal outcomes and lessons learned
- Workshops - KPI development, scoring templates, and rating calibration
- Peer Exchange - Discussion of appraisal system challenges and solutions
- Tools - Scorecard samples, evaluation templates, and moderation guides

## Course Outline

**Training Hours:** 7:30 AM – 3:30 PM **Daily Format:** 3-4 Learning Modules | Coffee breaks: 09:30 & 11:15 | Lunch Buffet: 01:00 – 02:00

### Day 1: Foundations of Quantitative Appraisals

- Module 1: Evolution of Performance Appraisal Systems (07:30 – 09:30) • From subjective feedback to quantifiable results
- Module 2: Developing KPIs and SMART Metrics (09:45 – 11:15) • Aligning KPIs with role expectations and business objectives
- Module 3: Workshop – KPI Scorecard Design (11:30 – 01:00) • Create quantifiable scorecards for different roles
- Module 4: Scoring Methods and Weighting Models (02:00 – 03:30) • Balanced scorecards, rating scales, and normalization

### Day 2: Applying and Calibrating Appraisals

- Module 1: Behavioral Metrics and 360° Feedback Quantification (07:30 – 09:30) • Measuring soft skills, leadership, and collaboration
- Module 2: Appraisal Calibration and Bias Mitigation (09:45 – 11:15) • Rater training, moderation panels, and trend analysis
- Module 3: Workshop – Simulation of Quantified Appraisal (11:30 – 01:00) • Perform a mock evaluation with scoring and justification
- Module 4: Linking Performance to Development and Rewards (02:00 – 03:30) • Using results for decisions in promotion, bonus, and L&D

## Certification

Participants will receive a Certificate of Completion in Performance Appraisal Quantification, validating their ability to design, implement, and manage fair, objective, and quantifiable appraisal systems that support performance excellence and accountability.

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TEL:

**+601116373203**

EMAIL:

**info@mawaevents.net**

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