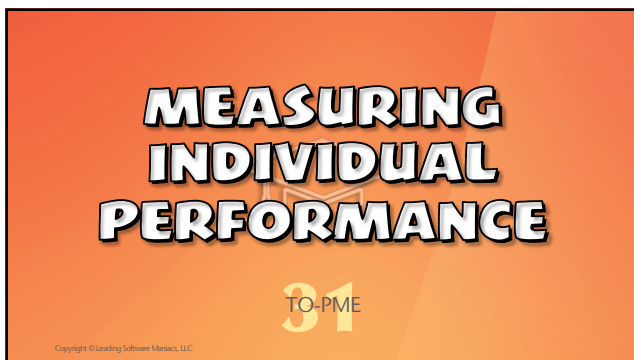




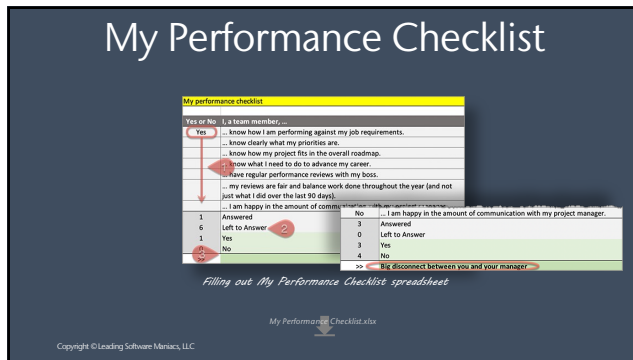
1



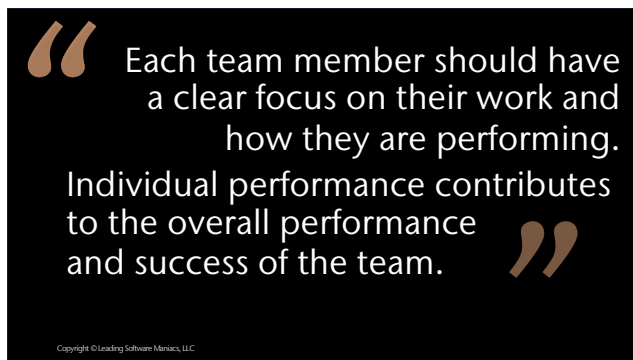
2



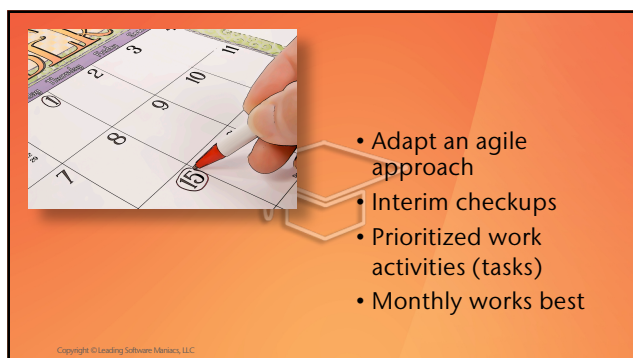
3



4



5



6

- Adapt an agile approach
- Interim checkups
- Prioritized work activities (tasks)
- Monthly works best

Goal 1

The overall product development goal for the year is:

1. All products are released on schedule with a focus on quality.
2. Adapt our agile software development process that requires your participation with rapid cycles of planning, programming, unit testing, and re-assessment.
3. Migrate from a C++ programming language code base to platform-independent, object-oriented Ruby.

Career Path 2

To advance from associate software engineer to software engineer, keep these in mind:

- Establish a track record for on-time delivery of quality products on agreed-upon schedule.
- Demonstrate collaboration skills with team members to meet or exceed goals (above).
- Show the initiative to take on additional tasks proactively.

Identifying the goal and career path in a performance checkup

Monthly Performance Checkup - Example.docx

Copyright © Leading Software Maniacs, LLC

7

Apr 2020 Checkup - ME

#	Goal	How to measure?	Result*
1	Complete coding and unit testing of the export module for app X. Take original C++ code and convert to Ruby.	Expected to take no more than two two-week sprints.	ME
2	Help the team to respond to correct any functional bugs as found by QA.	No uncorrected priority level 1 or 2 bugs can drag over multiple sprints.	OU
3	Assist in the interview process for engineering intern.	Hire candidate by Jul 2020.	NI
4	Adapt the new tools—especially Docker and helping QA define the build scripting engines.	Embed technical documentation in comments complying with Docker engine rules.	ME

* OU=Outstanding, EE=Exceeds expectations, ME=Meets expectations, NI=Needs improvement, UN=Unacceptable

Color legend:

Must have: Required to accomplish

Nice to have: Extra credit

Result

OU	Outstanding
EE	Exceed expectations
ME	Meets expectations
NI	Needs improvement
UN	Unacceptable

A filled-out performance checkup example

Monthly Performance Checkup - Example.docx

Copyright © Leading Software Maniacs, LLC

8

May 2020 Checkup

#	Goal	How to measure?	Result*
1	Complete coding and unit testing of the export module for app X. Take original C++ code and convert to Ruby.	Expected to take no more than two two-week sprints.	
2	Help the team to respond to correct any functional bugs as found by QA.	No uncorrected priority level 1 or 2 bugs can drag over multiple sprints.	
3	Avoid reinventing the wheel (see Apr 2020 comments).	Demonstrate to the team what built on Ruby library functions can be used.	
4	Adapt the new tools—especially Docker and helping QA define the build scripting engines.	Embed technical documentation in comments complying with Docker engine rules.	
5	Assist in the interview process for engineering intern.	Hire candidate by Jul 2020.	

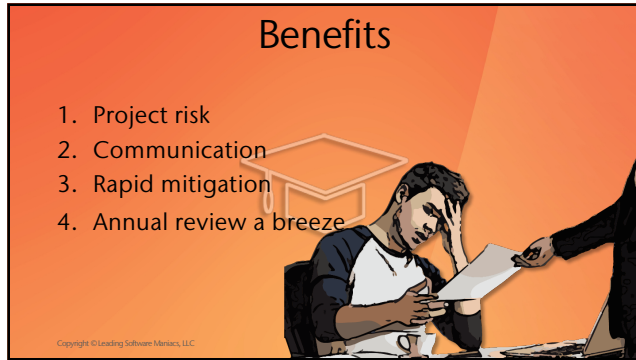
* OU=Outstanding, EE=Exceeds expectations, ME=Meets expectations, NI=Needs improvement, UN=Unacceptable

An example of goals for the next performance checkup

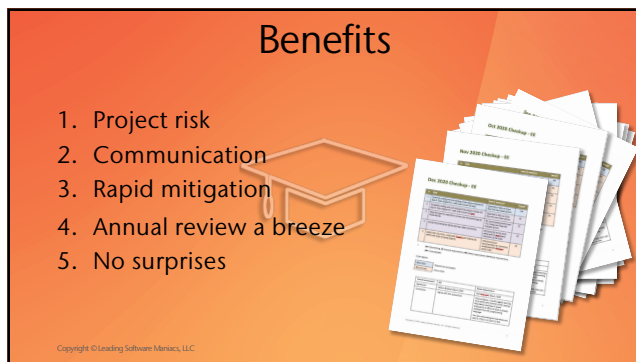
Monthly Performance Checkup - Example.docx

Copyright © Leading Software Maniacs, LLC

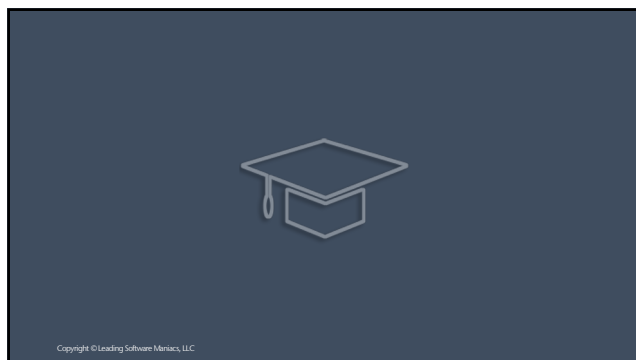
9



10



11



12



13
