

PRiSM – Goal Management - FAQs

1. Which system to be logged in to set my Goals?

A. URL Link <https://performancemanager10.successfactors.com>
 Company Id rashtreeya
 SF User ID XXXX
 SF Password XXXXXXXX

2. How to access PMGM

SF Login → Home drop down → Goals/Performance

3. What to do if there are any “RED” remark while creating Goal?

A. Please hold on read the error “RED” remark, correct the same and proceed further.

4. What are the Maximum & Minimum number of Goals to be created?

Min 3 Goals and Max. 20 Goals can be created.

5. Will I be able to create and edit goals once approved?

No. Only when goal plan template is in Un- approved stage, goals can be edited.

6. Can goals be deleted if irrelevant or change of job role.

The weightage can be changed, no goals to be deleted once set and approved.

7. What is the total weightage of all the Goals?

Total weightage of all the Goals must be = 100 %. Minimum weightage of each Goal is “5%” and Maximum weightage of each Goal is “40%”

8. Under what Categories can employee set their Goals?

- Employees set goals for the PRiSM year in consultation with their reporting managers.
Goal Categories (7 types)
 - Academic
 - Research & Publication
 - Administration
 - External Connect
 - Self-Development/Others
 - Finance
 - Stake Holder Connect

9. When is my Goal setting activity complete?

When my Goals are set and approved by my reporting manager, then my Goal Setting Activity is completed.

10. I want to know how where to refer the Personal Goal & Library Goal Option?

A. Refer the attached Goal Management Manual.

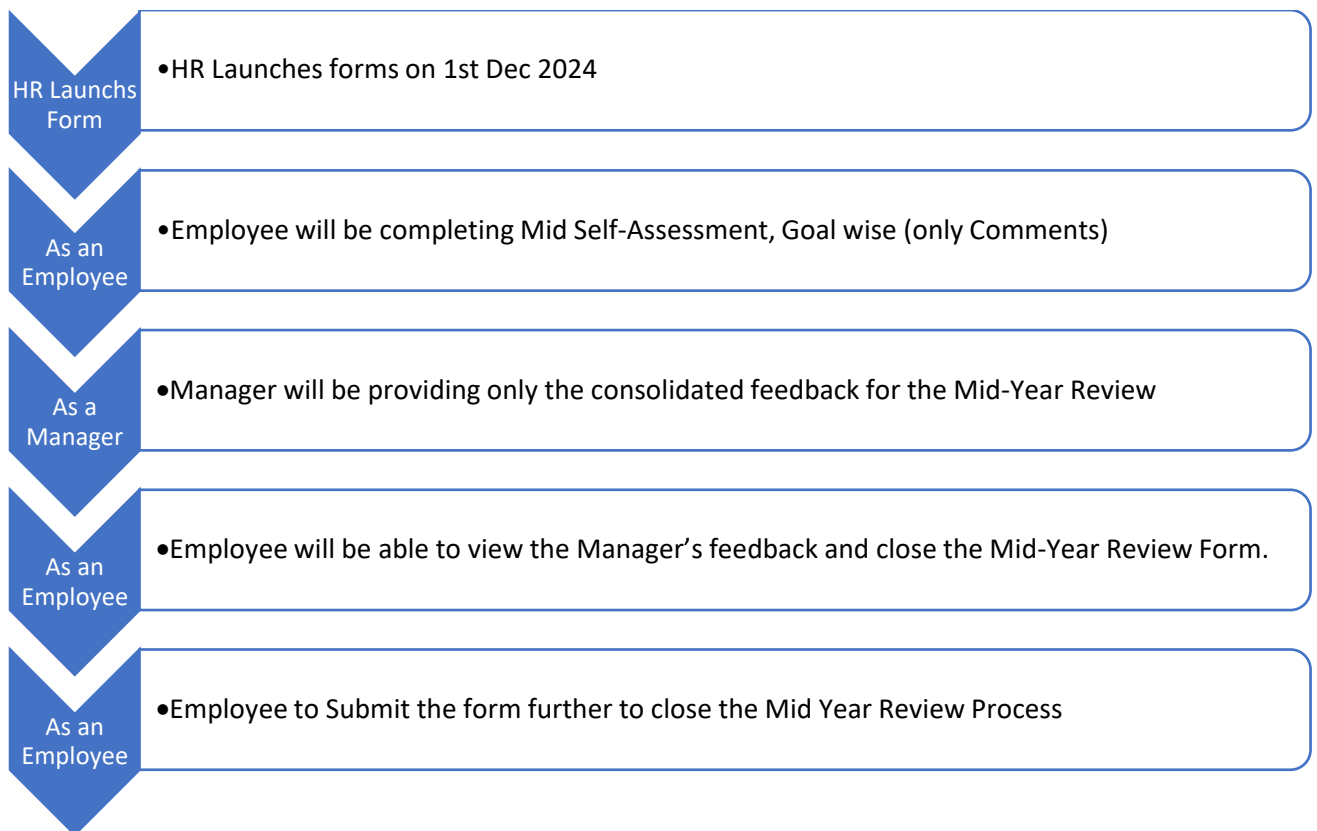
11. What is CPM – Continuous Performance Management?

A. Any activity that has been achieved beyond a Goal can be recorded under CPM.

12. What are the important months to remember for PRiSM

- July – to complete Goal Setting Activity
- December – to complete Mid-Year Review Activity
- June – to complete Final Appraisal Activity

13. What is **Mid-year Review Assessment** which happens in December?



14. What is **Final Appraisal** which happens in June?

