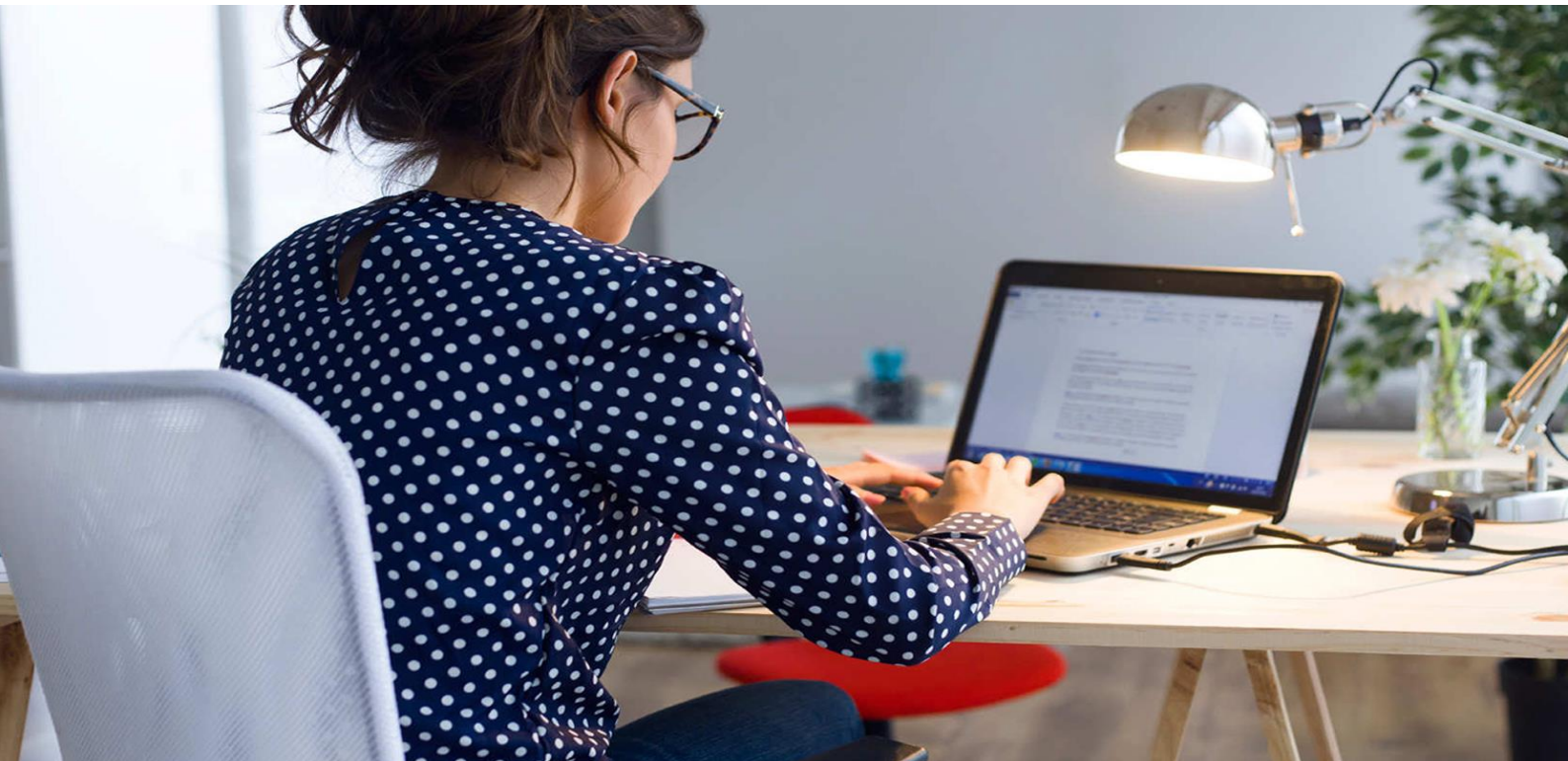




Course Name

# PERFORMANCE MANAGEMENT SYSTEMS

A variety of methodologies will be used, including presentation, discussions, group work, video discussions, question and answers, practical sessions (hands-on practice), small and large group exercises, and simulations.



Reach New Heights | Training & Consulting  
An ISO 14001:2015 ISO 9001:2015 Certified Company



[BOOSTUAE.COM](http://BOOSTUAE.COM)  
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[info@boostuae.com](mailto:info@boostuae.com)



Duration:  
**Two Days**



Location:  
**TBD**



Date:  
**TBD**





# Few Words About Boost

Our solutions are fully customized and designed based on the needs of our clients

BASED IN ABU DHABI  
**SINCE 2001**  
WE HAVE A PROVEN TRACK



## VISION

"The only thing worse than being blind is having sight but no vision".

To be recognized as the partners' first choice in the field of Learning and Development locally and globally



## MISSION

Enable our partners achieving their objectives

by designing innovative learning and development solutions which will boost people performance and business results as well.



## VALUES

Driven by five core values which will form the basis for every decision...

- ✓ Result Orientation
- ✓ Partners' Success
- ✓ Passion
- ✓ Commitment
- ✓ Innovation

## Why Us?

- 01 Interactive Engaging Courses
- 02 Recognized Certificates
- 03 Wide Range Of Training Subjects
- 04 Global Training Centers
- 05 In-House & Customized Courses
- 06 Internationally Certified Instructors
- 07 Advanced Reporting System



**10,000 People Trained a Year, with 98% Satisfaction Rating**

Our talented team of international instructors have exceptional credentials complemented by practical, real-world experience.

## SUSTAINABLE SUCCESS

Ever since the firm was founded, Excellence, in one form or another, was part of its credo. The prospect of doing a good job might help a company climb the success ladder but it won't keep the company 'up there'.



**American Welding Society**  
EDUCATIONAL INSTITUTION MEMBER





# COURSE OVERVIEW

## PERFORMANCE MANAGEMENT SYSTEMS



Duration:

**Two Days**



Location:

**TBD**



Date:

**TBD**

Performance management system program is one of the most important top managerial programs, That helps the leaders of the organization to professionally manage their performance efficiently and effectively On basics of evaluating efficiency and effectiveness of the performance of the organization through Professional performance assessment by specific customized kpis "key performance indicators", Applying "sipoc" system and using bscs "balanced score cards" The accompanying manual includes contributions from a number of experts and will become a valuable reference document in your work. The information covered advances from the basics to challenge

### COURSE OBJECTIVES

#### UPON COMPLETION OF THIS COURSE, THE TRAINEES WILL BE ABLE TO:

- ✓ Know what is Performance? And what is Performance management system?
- ✓ Know What is the meaning of Efficiency and Effectiveness & How to differentiate between them?
- ✓ Make Performance assessment and its tools
- ✓ Know what are "KPIs" & how to make them & use them?
- ✓ Apply "SIPOC" System on different departments
- ✓ Know what are "Balanced Score Cards" & how to use them?
- ✓ Main Requirements for Professional Performance Assessment and Management.

### WHO SHOULD ATTEND

This course will benefit those who are in top management, department managers, section heads, team leaders, hr department and all employees supposed to perform managerial skills.

### COURSE LANGUAGE:

The presentation, supplied documents, and workshop exercises of the course are in english and arabic. However, based on the trainees' desired, use of bilingual (english and arabic) for oral explanation is available.





# Course Outline

PERFORMANCE MANAGEMENT SYSTEMS



Duration:  
**Two Days**



Location:  
**TBD**



Date:  
**TBD**



## MODULE (01) INTRODUCTION AND BASICS OF PERFORMANCE

- 1.1 What is the meaning of Performance? & What is Performance Management?
- 1.2 What is Efficiency and Effectiveness? & How to differentiate between them?
- 1.3 What is Performance Assessment? & Its values
- 1.4 Tools of Performance Assessment

## MODULE (02) KPIS "KEY PERFORMANCE INDICATORS":

- 2.1 what are kpis?
- 2.2 types of kpis?
- 2.3 values of kpis?
- 2.4 how to make your specific customized kpis?
- 2.5 how to control & evaluate kpis?
- 2.6 examples of international kpis



## MODULE (03) SIPOC SYSTEM:

- 3.1 What is SIPOC System?
- 3.2 How to use SIPOC System in your organization?
- 3.3 Relation between SIPOC System and Performance Management

## MODULE (04) BALANCED SCORE CARDS SYSTEM:

- 4.1 What is Balanced Score Cards System
- 4.2 How to use Balanced Score Cards System in your organization?
- 4.3 Relation between Balanced Score Cards System and Performance Management.

## COURSE SUMMARY & CONCLUSION





Course Name  
PERFORMANCE MANAGEMENT SYSTEMS

THANK YOU

For any clarification or information. Please do not hesitate to contact us

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