



Jeweler
Monthly Coaching and Review

Date:	Sales	Jobs Complete	Tasks Complete	On Time %	Avg. days to Completion	24 HR COMPLETIONS	Custom Program	
Last Month - Store								
Last Month - Personal								
Plan								
Variance								

CATEGORIES	MANAGER SCORING	SUPERVISOR SCORING	COMMENTS
Interpersonal			
Quality and Quantity			
Planning and Organizing			
Leadership			
Problem Solving			
Managing People			
Staff Development			

7 Performance Factors

1. Skill/Knowledge 2. Capacity 3. Resources 4. Feedback 5. Internal Motivation 6. Consequences 7. Clear Expectations

