

Good afternoon, DePaul Employee

Me My Team My Client Groups Procurement Tools Others

QUICK ACTIONS

APPS

Personal Details

Identification I

Identification I

Contact Info

Family and Emergency Contacts

My Organization Chart

My Activity Center

My Public Info

Change Photo

Document Records



Time and Absences



Career and Performance



Personal Information



My Activity Center



Learning



Benefits



Current Staff Jobs



Web Clock



Roles and Delegations



Expenses



Campus Address



DPU Alert



HealthEquity-WageWorks



Fidelity NetBenefits 403b



W-2's



Performance - Employee Self-Evaluation

BlueSky Help

1/20
Click 'Me.'

DePaul Employee

- Me
- My Team
- My Client Groups
- Procurement
- Tools
- Others

QUICK ACTIONS

- Personal Details
- Identification Info
- Identification Info
- Contact Info
- Family and Emergency Contacts
- My Organization Chart
- My Activity Center
- My Public Info
- Change Photo
- Document Records

APPS

Directory	Connections	Journeys	Pay	Time and Absences
Career and Performance	Personal Information	My Activity Center	Learning	Benefits
Current Staff Jobs	Web Clock	Roles and Delegations	Expenses	Campus Address
DPU Alert	HealthEquity-WageWorks	Fidelity NetBenefits 403b	W-2's	+

Good afternoon, DePaul Employee

Me My Team My Client Groups Procurement Tools Others

QUICK ACTIONS

- Personal Details
- Identification Information
- Identification Information
- Contact Information
- Family and Emergency Contacts
- My Organization Chart
- My Activity Center
- My Public Info
- Change Photo
- Document Records

APPS

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Click 'Career and Performance.'

Back

Journeys	Pay	Time and Absences		
Career and Performance	Personal Information	My Activity Center	Learning	Benefits
Current Staff Jobs	Web Clock	Roles and Delegations	Expenses	Campus Address
DPU Alert	HealthEquity-WageWorks	Fidelity NetBenefits 403b	W-2's	+

Career and Performance

3/20 ×

Click 'Performance.'

Back

 **Skills and Qualifications**
Build your talent profile by adding skills and qualifications.

 **Goals Center**
Set and manage your performance and development goals.

 **Performance**
View performance documents and complete related tasks.

 **Feedback Center**
View or request feedback about yourself.



4/20

Your current year's performance document should auto-populate. Click the title of the performance document to continue.

Back

Performance Documents

All

2024-25 Staff Performance Appraisal	DePaul Manager	...
Current Task Worker Self-Evaluation	Task Completion <div style="width: 0%; height: 10px; background-color: #ccc;"></div> 0 / 4	
All Tasks <ul style="list-style-type: none">>> Worker Self-Evaluation<input type="radio"/> Manager Evaluation of Workers<input type="radio"/> Share Performance Document<input type="radio"/> Acknowledge Performance Document		

Worker Self-Evaluation

DePaul Employee

Submit

Performance Document 2024-25 Staff Performance Appraisal Evaluated By DePaul Manager

Review and evaluate each topic in your performance document.

2024-25 Performance Goals

Goal 1
DePaul Employee added a comment
[Show performance goal info](#)

Employee Rating
Outstanding

Employee Comment

Comment 1

Rich text editor toolbar with icons for text color, font size, bold, italic, underline, link, unlink, bulleted list, numbered list, and indent.

Save and Next Cancel

5/20

For each goal entered, select an **Employee Rating** for yourself compared to the goal established.

If you'd like more information on the goal and ratings, click '**Show performance goal info.**'

Back

Required



Worker Self-Evaluation

DePaul Employee

Submit

Performance Document 2024-25 Staff Performance Appraisal Evaluated By DePaul Manager

Review and evaluate each topic in your performance document.

2024-25 Performance Goals



Goal 1

DePaul Employee added a comment

Show performance goal info

Employee Rating
Outstanding

Required



Employee Comment

Comment 1

Rich text editor toolbar with icons for bold, italic, underline, link, unlink, text color, background color, bulleted list, numbered list, and indent.

Save and Next

Cancel

6/20



Enter an **Employee Comment** about why you gave the rating you chose.

NOTE: Make sure the comment is specific to the goal and the performance you contributed to your team.

Back



Goal 2

DePaul Employee added a comment

Employee: Exceeds Expectations

Required



Worker Self-Evaluation

DePaul Employee

Submit

Performance Document 2024-25 Staff Performance Appraisal Evaluated By DePaul Manager

Review and evaluate each topic in your performance document.

2024-25 Performance Goals

Goal 1 Employee: Outstanding Required

DePaul Employee added a comment

[Show performance goal info](#)

Employee Rating: **Outstanding**

Employee Comment

Save and Next **Cancel**

7/20

Click **'Save and Next.'**

Back

Rich text editor toolbar: **U** **Q** **A** **↓** **≡** **↓** **≡** **≡** **≡** **≡** **≡** **⋮**



Worker Self-Evaluation

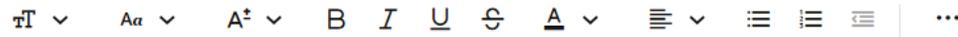
DePaul Employee

Submit

Performance Document 2024-25 Staff Performance Appraisal Evaluated By DePaul Manager

Employee Comment

Comment 1



Save and Next

Cancel



Goal 2
DePaul Employee added a comment

Employee: Exceeds Expectations

Required



Goal 3
DePaul Employee added a comment

Employee: Successful

Required



Core Behaviors & Mission

8/20



Rate and comment on each remaining goal.

When you are finished, click '**Next**' to continue.

Back

Next

Employee: Outstanding

Required



Employee: Exceeds Expectations

Required





Worker Self-Evaluation

DePaul Employee

Submit

Performance Document 2024-25 Staff Performance Appraisal Evaluated By DePaul Manager

Employee Comment

Comment 1

Rich text editor toolbar with icons for bold, italic, underline, link, unlink, text color, background color, bulleted list, numbered list, indent, and more options.

Save and Next

Cancel

Goal 2	Employee: Exceeds Expectations	Required	▼
	Employee: Successful	Required	▼
Core Behaviors DePaul Employee added a comment	Employee: Outstanding	Required	▼
Supports DePaul's Mission, Vision and Values DePaul Employee added a comment	Employee: Exceeds Expectations	Required	▼

9/20 ✕

Click 'Core Behaviors.'

Back

Overall Performance

Performance Document 2024-25 Staff Performance Appraisal Evaluated By DePaul Manager

 Goal 2 DePaul Employee added a comment	Employee: Exceeds Expectations	Required	▼
 Goal 3 DePaul Employee added a comment	Employee: Successful	Required	▼

Core Behaviors & Mission

 Core Behaviors
No comments

Show competency info

Employee Rating ▼

Required

Employee Comment

Rich text editor toolbar with icons for font size, bold, italic, underline, link, text color, background color, bulleted list, numbered list, and indent.

Save and Next Cancel

10/20

In this field, select an **Employee Rating** for yourself.

If you'd like more information on core behaviors or ratings, click '**Show competency info.**'

Back

 Supports DePaul's Mission, Vision and Values No comments	Employee: No rating	Required	▼
---	---------------------	----------	---

Overall Performance



Goal 3
DePaul Employee added a comment

Employee: Successful

Required

Core Behaviors & Mission



Core Behaviors
DePaul Employee added a comment

Show competency info

Employee Rating
Outstanding

11/20



Enter an **Employee Comment** about why you gave the rating you chose.

NOTE: Make sure the comment is specific to how you demonstrated the core behaviors of the university.

Back

Employee Comment

Comment 4

Rich text editor toolbar with icons for font color, background color, bold, italic, underline, link, unlink, text color, bulleted list, numbered list, and indent.

Save and Next

Cancel



Supports DePaul's Mission, Vision and Values
DePaul Employee added a comment

Employee: Exceeds Expectations

Required

Overall Performance



Goal 3
DePaul Employee added a comment

Employee: Successful

Required

Core Behaviors & Mission



Core Behaviors
DePaul Employee added a comment

Employee: Outstanding

Required

Show competency info

Employee Rating
Outstanding

Employee Comment

Rich text editor with a toolbar containing icons for bold, italic, underline, text color, background color, bulleted list, numbered list, and link.

12/20

Click 'Save and Next.'

Back

Save and Next

Cancel



Supports DePaul's Mission, Vision and Values
DePaul Employee added a comment

Employee: Exceeds Expectations

Required

Overall Performance

DePaul Employee added a comment

Goal 3
DePaul Employee added a comment Employee: Successful Required

Core Behaviors & Mission

Core Behaviors
DePaul Employee added a comment Employee: Outstanding Required

Supports DePaul's Mission, Vision and Values
DePaul Employee added a comment Required

Show competency info

Employee Rating
Exceeds Expectations

Employee Comment

Comment 5

Rich text editor toolbar with icons for bold, italic, underline, link, unlink, text color, background color, bulleted list, numbered list, indent, and more options.

Save and Close Cancel

13/20

In this field, select an **Employee Rating** for yourself.

If you'd like more information on DePaul's mission, vision, values, or the ratings, click **'Show competency info.'**

Back

Overall Performance



Goal 3
DePaul Employee added a comment

Employee: Successful

Required



Core Behaviors & Mission



Core Behaviors
DePaul Employee added a comment

Required



Supports DePaul's Mission
DePaul Employee added a comment

Required



Show competency info

Employee Rating
Exceeds Expectations

Employee Comment

Comment 5

Rich text editor toolbar with icons for bold, italic, underline, link, unlink, text color, background color, bulleted list, numbered list, and indent.

Save and Close

Cancel

Overall Performance

14/20

Enter an **Employee Comment** about why you gave the rating you chose.

NOTE: Make sure the comment is specific to how you supported the university's mission, vision, and values.

Back

 Goal 3 DePaul Employee added a comment	Employee: Successful	Required	▼
---	----------------------	----------	---

Core Behaviors & Mission

 Core Behaviors DePaul Employee added a comment	Employee: Outstanding	Required	▼
 Supports DePaul's Mission, Vision and Values DePaul Employee added a comment	Employee: Exceeds Expectations	Required	▲

[Show competency info](#)

Employee Rating
Exceeds Expectations ▼

Employee Comment



Overall Performance

15/20 ✕

Click **'Save and Close.'**

Back



Worker Self-Evaluation

DePaul Employee

Submit

Performance Document 2024-25 Staff Performance Appraisal Evaluated By DePaul Manager



Goal 3
DePaul Employee added a comment

Employee: Successful

Required



Core Behaviors & Mission



Core Behaviors
DePaul Employee added a comment

Required



Supports DePaul's Mission, Vision and Values
DePaul Employee added a comment

Required



Overall Performance



Summary
DePaul Employee added a comment

Employee: Exceeds Expectations

Required



Additional info



Attachments

Drag and Drop

Select or drop files here.

URL

Add URL

No items to display.

16/20



Click in the 'Overall Performance' field to continue.

Back



Worker Self-Evaluation

DePaul Employee

Submit

Performance Document 2024-25 Staff Performance Appraisal Evaluated By DePaul Manager

17/20



In this field, select an overall **Employee Rating** for yourself.

This rating should take into account all other ratings provided, but does not necessarily need to be a direct average of those scores.

Back

Employee Rating
Exceeds Expectations

Employee Comment

Overall Comment

Save and Close

Cancel

Additional info



Employee: Outstanding

Required



Employee: Exceeds Expectations

Required



Employee: Exceeds Expectations

Required





Worker Self-Evaluation

DePaul Employee

Submit

Performance Document 2024-25 Staff Performance Appraisal Evaluated By DePaul Manager



DePaul Employee added a comment

Employee: Outstanding

Required



Supports DePaul's Mission
DePaul Employee added a comment

18/20



Required

Overall Performance



Summary
DePaul Employee added a comment

Show more info

Employee Rating
Exceeds Expectations

NOTE: This section should provide any additional comments not already mentioned in this document. You do not need to re-summarize comments from previous sections.

Required

Back

Employee Comment

Overall Comment

Rich text editor toolbar with icons for bold, italic, underline, link, unlink, text color, background color, bulleted list, numbered list, and indent.

Save and Close

Cancel

Additional info



Worker Self-Evaluation

DePaul Employee

Submit

Performance Document 2024-25 Staff Performance Appraisal Evaluated By DePaul Manager



DePaul Employee added a comment

Employee: Outstanding

Required



Supports DePaul's Mission, Vision and Values
DePaul Employee added a comment

Employee: Exceeds Expectations

Required

Overall Performance



Summary
DePaul Employee added a comment

Employee: Exceeds Expectations

Required

[Show more info](#)

Employee Rating
Exceeds Expectations

Employee Comment

19/20
×

Click 'Save and Close.'

Back

Employee Comment

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Save and Close

Cancel

Additional info





Worker Self-Evaluation

DePaul Employee

Submit

Performance Document 2024-25 Staff Performance Appraisal Evaluated By DePaul Manager



DePaul Employee added a comment

Employee: Outstanding



Supports DePaul's Mission, Vision and Values
DePaul Employee added a comment

Employee: Exceeds Expectations

Overall Performance



Summary
DePaul Employee added a comment

Employee: Exceeds Expectations

Required



Additional info



Attachments

Drag and Drop

Select or drop files here.

URL

Add URL

No items to display.

Document dates

Review Period
2024-25

Start Date
7/1/2024

End Date
6/30/2025

20/20



When you are finished, click
'Submit.'

This will route the performance document to
your manager for approval.

Back

Performance Document 2024-25 Staff Performance Appraisal Evaluated By DePaul Manager

- DePaul Employee added a comment Employee: Outstanding Required
- Supports DePaul's Mission, Vision and Values DePaul Employee added a comment Employee: Exceeds Expectations Required

Overall Performance

Summary DePaul Employee added

Additional info

Attachments

Drag and Drop
Select or drop files here.

URL

Add URL

No items to display.

Document dates

Review Period
2024-25

Start Date
7/1/2024

End Date
6/30/2025

Congratulations! You have completed and submitted your performance document.

Now your manager will complete their evaluation. Once they have finished, they will schedule a one-on-one conversation to discuss the current year's goals and performance as well as a plan for next year.