



Performance Management System

Trakstar is an incredible
web-based PMS tool from

PolsonHiggs
BUSINESS ADVISORS

■ *real people, better business*

Trakstar is an incredible Performance Management System

Trakstar from Polson Higgs is the most powerful and easy-to-use Performance Management System for your organisation. It is a web-based, paperless programme that is customised to your work situation, and the results are outstanding.

With Trakstar you will run a smarter business where people know what they must do to excel at their jobs. This will build self-esteem, strengthen relationships, add value to your organisation's brand and help achieve a better bottom line.



Introducing Trakstar

The most valuable asset in your organisation is your people, therefore managing and retaining them is hugely important. An effective performance management process is vital to achieving this.

Trakstar is the smart solution. It provides a rating system which shows when a manager or employee achieves, exceeds or fails to meet performance targets.

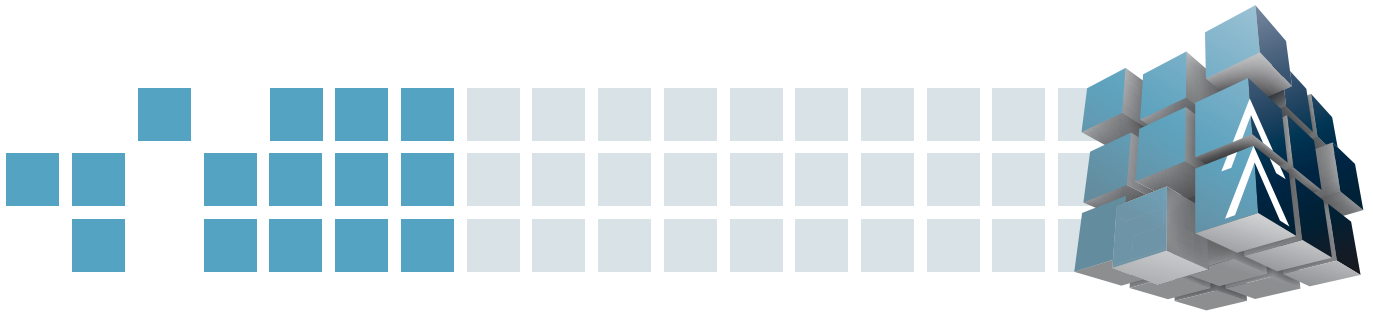
Trakstar helps the appropriate people in your organisation quickly and easily view the performance of all employees. They will have key performance indicators at their fingertips so they can take the right course of action in a timely and effective manner. Trakstar helps to remind you when the next step is due.

Your employees will benefit from being involved in their own performance feedback and career path planning. They can make notes on Trakstar all year round.



Trakstar will:

- Interpret detailed information more quickly and easily
- Reveal performance trends
- Turn performance reviews into inspiring and efficient dialogue between your management team and employees about workplace goals and expectations
- Examine feedback from different people for bias
- Identify competency strengths, weaknesses, opportunities and risks
- Provide the means for you to improve performance management processes.



***Do you want
to know:***

***Your employees
are engaged
in their future
development
and that their
goals are
aligned with
the company's?***

***Who the top
performers are?***

***Which people
rate highly, and
which don't?***

***Which
departments
need more
training?***

Polson Higgs is your Trakstar professional

Polson Higgs will supply your business with Trakstar software, guide you through the implementation process and provide ongoing support.

Polson Higgs will customise Trakstar to fit your organisation. It can cover everything you will ever want to know about your people's performances, from adaptability to work/life balance.

We will help you get up and running quickly so you can realise an immediate return on your investment. This includes assigning a Polson Higgs Trakstar professional to customise the software for your business, and teach you how to use the online tools as you progress. Trakstar is intuitive and very easy to use.

The screenshots show the following sections of the Trakstar software:

- Core Values Section (Template)**: A list of values with progress bars.

Value	Progress
Customer Service	50%
Innovation	25%
Work-Life Balance	25%
- 5-point Rating Scale**: A scale with five buttons: Not Performing, Underperforming, Performing, Leading, and Outperforming.
- Completed/Did Not Complete**: A scale with three buttons: N/A, Completed, and Did Not Complete.
- 6-Point Scale**: A scale with six buttons: Probation, Unsatisfactory, Poor, Satisfactory, Excellent, and Distinguished.
- Continuous Learning**: A section for tracking learning activities. It shows a task "Renew XYZ Certification" with a progress bar at 80%, status "In Progress", started date "11/01/2012", and due date "11/09/2012".

Trakstar is a web-based programme

Trakstar is web-based, eliminating paper performance appraisal forms, or the exchange of MS Excel files between managers and employees. It manages the entire appraisal workflow on screen so that your team members know exactly what is going on across the organisation and can make fast, fact-based decisions.

Trakstar is live

Traditional print-based appraisal and analysis takes hours or days. Trakstar reports are packed with invaluable information in real time. They are always up-to-date and secure.

Your organisation will reduce time and money spent conducting employee appraisals, while improving the quality and completion rates of the appraisals.

Trakstar is visually dynamic

Trakstar's reports provide tangible data as dynamic, three-dimensional, full colour insights into your organisation and people performances. They are easy to interpret.



Trakstar is affordable

The cost of Trakstar is very reasonable with a significant return on investment. Your organisation will reduce time and money spent on the current regime of paper appraisals. And Trakstar is designed to help increase productivity and your bottom line.

"Appraisal of employees should have a positive effect on all stakeholders. A well designed appraisal process will create dialogue between managers and staff. It builds self-awareness, motivates and provides the opportunity to raise self-esteem when performance targets are met."

Call Polson Higgs today to see a live demo of Trakstar at work – email trakstarsupport@ph.co.nz

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