

Performance Management Systems

Week/Module	Topics
Week 0	<ul style="list-style-type: none"> • Demo Video • Welcome to the course • Course Schedule • Grading Policy • Exam Details • FAQ
Week 1: Introduction to PMS	<ul style="list-style-type: none"> • Introduction to the week • Definition and importance of PMS • Role of PMS in organization success • Case discussion • Theoretical paradigms defining PMS • Goal setting theory • Expectancy Theory • Otley's framework • Weekend Assessment
Week 2: Understanding PM in detail	<ul style="list-style-type: none"> • Introduction to the week • Setting key performance areas • Role clarity • Goal-setting process in detail • Significance of communication between managers and employees • Case discussion and debriefing • Importance of performance feedback • Weekend Assessment
Week 3: Performance appraisal and evaluation	<ul style="list-style-type: none"> • Introduction to the week • Designing a PM program • Understanding 'measuring performance' • Introduction to various methods of performance Evaluation • Performance appraisal methods - Different approaches • 360 Degree method • Understanding self-appraisal • Case discussion on the 360-degree method • Case debrief • Weekend Assessment

Week 4: Conducting performance reviews	<ul style="list-style-type: none"> • Introduction to the week • Performance review exercise • Exercise debrief • Understanding errors and biases in performance reviews • Overcoming biases • Significance of the feedback process • Conducting Performance reviews - first-time managers • Weekend Assessment
Week 5: PM and employee development	<ul style="list-style-type: none"> • Introduction to the week • Structure of the performance review form • PM and employee development • Effectiveness of the performance appraisal system • Understanding individual development plans • Understanding performance coaching • Case discussion on performance coaching • Case debrief • Relationship between PM and employee development • Weekend Assessment
Week 6: Coaching, PM, and rewards	<ul style="list-style-type: none"> • Introduction to the week • Why do managers need to develop coaching skills? • Responsibilities of a coach • Mentoring • Understanding rewards • Developing effective reward systems • Ensuring fairness, equity, and consistency in rewards • Weekend Assessment
Week 7: PM overview PM and Org. culture, changing face of PM	<ul style="list-style-type: none"> • Introduction to the week • Defining organization culture • Understanding the relationship between PM and org. culture • Effectiveness of PM • Developing agile PM systems • Changing face of HRM • Reinventing PMS

	<ul style="list-style-type: none"> Weekend Assessment
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Final Exam Details:

If you wish to obtain a certificate, you must register and take the proctored exam in person at one of the designated exam centres. The registration URL will be announced when the registration form is open. To obtain the certification, you need to fill out the online registration form and pay the exam fee. More details will be provided when the exam registration form is published, including any potential changes. For further information on the exam locations and the conditions associated with filling out the form, please refer to the form.

Grading Policy:

Assessment Type	Weightage
Weekend Assessment	25%
Final Exam	75%

Certificate Eligibility:

- 40% marks and above in Weekend Assessment
- 40% marks and above in the final proctored exam

Disclaimer: In order to be eligible for the certificate, you must register for enrolment and exams using the same email ID. If different email IDs are used, you will not be considered eligible for the certificate.