

AI-generated Performance Review Workflow

Enhance your performance management process with Macorva's AI-generated workflow solution for HR leaders. Streamline reviews, ensure efficiency, consistency, and fairness across the organization.

+ New performance review cycle
▼

***Name**

Manager & employee evaluations ⓘ

AI generation & manager approval ⓘ

HR & legal audit ⓘ

Release reviews to employees ⓘ

***Date**

Date

Date

Date

How it works:

01 Define Review Period and Settings

HR takes the lead, defining the review period, reminder and notification settings, and tailoring options like self-evaluation inclusion. Macorva's flexibility ensures alignment with your unique processes, laying the groundwork for a smooth and impactful review cycle.







02 Gather Manager Notes & Company Data






Managers provide insightful notes in their own words, enriching the data pool. Macorva's sophisticated system seamlessly integrates this input with your company's existing data (LMS resources, objectives, etc.), creating a holistic view of employee performance.

03 AI-assisted Review Generation

Macorva's AI uniquely produces detailed initial drafts of performance reviews, emphasizing transparency by referencing sources within the data. This approach helps reduce bias and ensures the reviews are grounded in facts rather than assumptions.

Reviews

-  **Susan Salazar**
Release needed
-  **Betty Mejorado**
Notes needed
-  **Anita Hunter**
Notes needed
-  **Tara Rubert**
Release needed
-  **Irene Fritts**
Notes needed
-  **William Gordon**
Notes needed

Add notes
Edit review
Risk analysis
Release
Done

Focus on the employee's performance - don't worry about perfect wording. Your notes provide the basis for the AI-generated draft.

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Achieved Goals and Contributions

- Closed 3 big paper supply deals last quarter, major deal
- Improved warehouse efficiency by 20% with new inventory system
- Started sustainability project that's already cutting down waste

Skills and Overall Performance

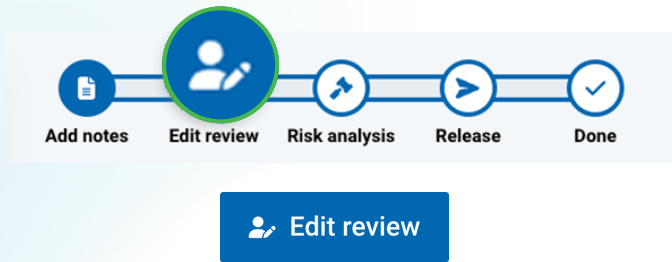
- Great at negotiating deals, always gets us the best price.
- Knows the ins and outs of supply chain stuff like the back of her hand.
- Could work on her Excel skills

Areas for Improvement

- Sometimes skips the small talk, could be friendlier in meetings.
- Needs to delegate more, can't do everything herself!

Teamwork and Collaboration

👤 Edit review



04 Manager Review and Editing

Managers retain full control, carefully reviewing and editing AI-generated reviews. This collaboration ensures the final document accurately reflects their assessments and aligns with their coaching style.

05 Radiant AI® Risk Analysis

Macorva emphasizes fairness through a unique process where final drafts undergo AI risk analysis, flagging potentially biased language or unsupported statements for manager review. This added safeguard fosters a more equitable and defensible review process.

06 Release Reviews to Employees

Ensure timely feedback delivery with Macorva's streamlined release process. Reviews reach employees on designated dates, promoting organization and clarity.



Effortless HR Automation

Macorva empowers HR to tailor templates for manager notes and performance reviews, guaranteeing alignment with your company's distinct needs and culture. Our system's automated notifications keep the process on track, reminding managers of deadlines and minimizing delays.

Try out Macorva's AI-generated performance review solution for a bias-free and accurate HR process, benefiting your organization with efficiency and customization. [Contact us to get started.](#)