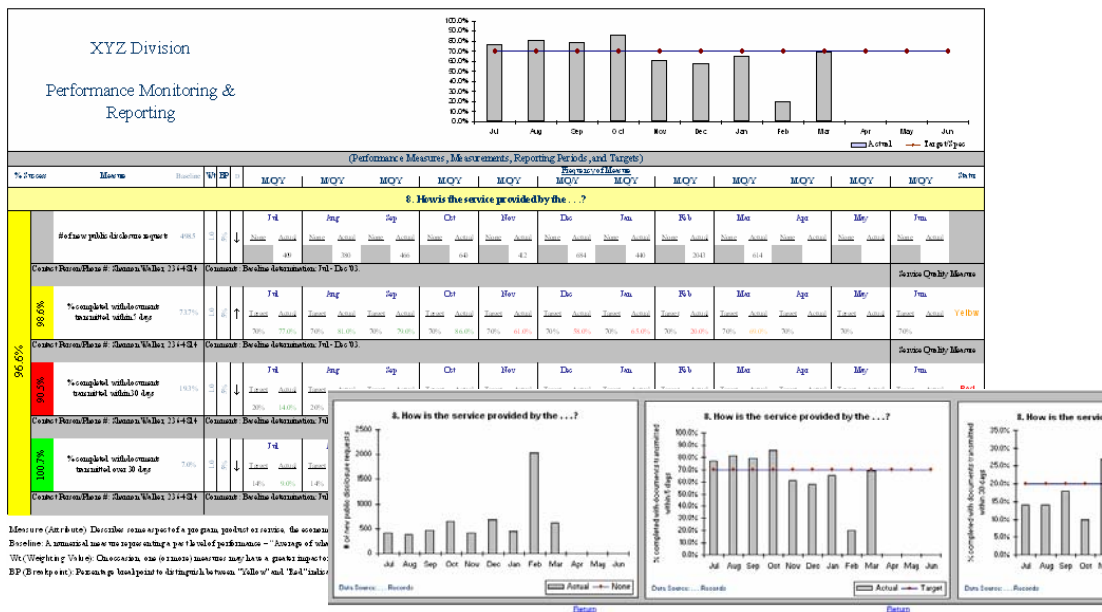


# Performance Monitoring and Reporting Tool

## What is the Performance Monitoring and Reporting Tool?

The *Performance Monitoring and Reporting Tool* is a simple, practical method to help organizations: (1) align goals, objectives, and measures, (2) track and communicate performance, (3) facilitate plan deployment, (4) allocate precious resources, and (5) set meaningful targets and goals. Using the tool's tracking and reporting functions, an organization can simplify data management, meaningfully assess performance, and generate the information it needs to manage itself strategically. Not just once a year, but on an ongoing, timely basis.

In a nutshell, this is how it works: The *Performance Monitoring and Reporting Tool* consists of integrating data from various sources (services, products, programs, divisions, etc.). Once gathered, performance data is either linked or entered in Excel. Automatically, calculations are performed, actual performance to target monitored, performance indicators displayed, and charts updated. Progress is reviewed periodically and plans, if necessary, adjusted.



The *Performance Monitoring and Reporting Tool* is a robust, yet flexible method to monitor performance, show accountability, and communicate information that is key to success.

## What is the cost of Performance Monitoring and Reporting?

Cost: \$4,500. Includes rights to the material, up to 8 hours consulting, and discounted follow-on consulting in support of plan creation, deployment, monitoring, and reporting.

**RECOMMENDATION:** Do to the nature of activities, it is a good idea to have the planning and development team familiar with how to develop, use, and align meaningful measurement data. It greatly expedites the communication and consensus process, enabling the team to make more effective decisions and efficient progress. Visit the website for information regarding the *Performance Measures* seminar.