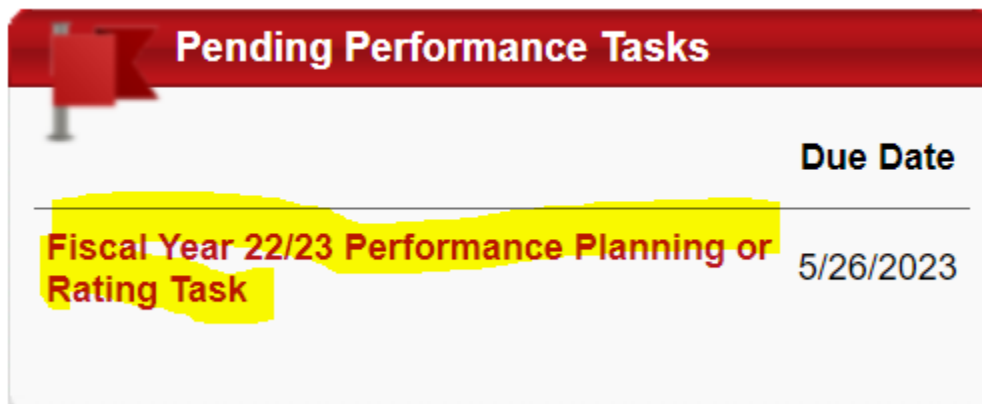


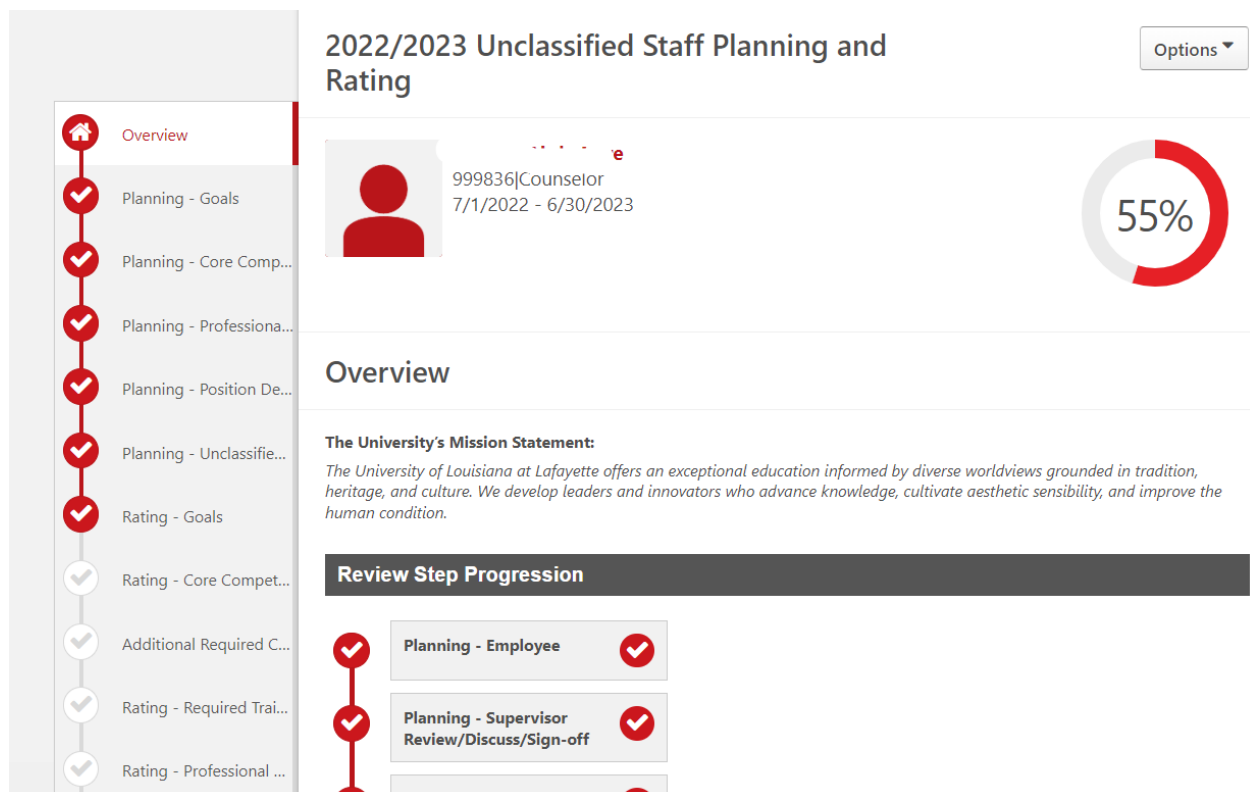
These instructions will assist you in completing the Fiscal Year 22/23 **Rating** Task

Final Step (3) - Acknowledgement

Access the 22/23 Performance Planning or Rating Task in Cornerstone in the block marked **Pending Performance Tasks**



The task will open to the Overview page. On the left you will see the pages of the Review. The Planning portion is indicated with check marks.



2022/2023 Unclassified Staff Planning and Rating Options ▾

999836[Counselor]
7/1/2022 - 6/30/2023

55%

Overview

The University's Mission Statement:
The University of Louisiana at Lafayette offers an exceptional education informed by diverse worldviews grounded in tradition, heritage, and culture. We develop leaders and innovators who advance knowledge, cultivate aesthetic sensibility, and improve the human condition.

Review Step Progression

- Planning - Employee ✓
- Planning - Supervisor Review/Discuss/Sign-off ✓
- Planning - Employee

Click on Rating - Goals

Overview

Planning - Goals

Planning - Core Compet...

Planning - Professiona...

Planning - Position De...

Planning - Classifie...

Rating - Goals

Rating - Core Compet...

Additional Required C...

Rating - Required Trai...

Rating - Professional ...

Summary

Rating - Acknowledge...

999836[Counselor]
7/1/2022 - 6/30/2023

45%

Rating - Goals

Please provide comments regarding Performance over the rated period.
Comments are **required** for ratings of "Outstanding" or below "Meets Expectations"

Indicate objectives/significant tasks/goals accomplished in the rated year

Meets Expectations ?

Supervisor
(Manager) Rated : Meets Expectations Review : 2022/2023 Unclassified Staff Planning and Rating
Time : 5/24/2023 11:23 AM
Supervisor comments

Self Rated : Meets Expectations Review : 2022/2023 Unclassified Staff Planning and Rating
Time : 5/12/2023 10:52 AM
Employee's comments regarding goals

See the rating and comments you entered as well as the rating and comments that your supervisor entered

Click
the screen

Save and Continue

On the lower right side of

Rating – Core Competencies

Integrity and Professional Conduct:

- Maintains professional composure and attitude.
- Ability to be a consistent, honest, and trustworthy steward of State resources.
- Adheres to University and departmental policies including but not limited to code of ethics, attendance, punctuality and dress code.
- Completes required training in time frame directed by supervisor or administration (this bullet will be rated separately in the rating task).

Above Expectations ▾



Brian Frederick (Manager) Rated : Meets Expectations Review : 2022/2023 Unclassified Staff Planning and Rating
Time : 5/24/2023 11:24 AM
supervisor comments regarding this competency



Mariam Abdo Pitre (Self) Rated : Above Expectations Review : 2022/2023 Unclassified Staff Planning and Rating
Time : 5/12/2023 11:28 AM

Employee comments regarding performance in this competency

Review each competency for your rating and comment as well as your supervisor's rating and comment

Save and Continue

Click

each page until you reach the Acknowledgement page.

On the lower right side of

Rating - Acknowledgement

Rating - Acknowledgement for Unclassified Review

Supervisor by your electronic signature you acknowledge that you have discussed the Rating with
Employee by your electronic signature you acknowledge the rating for Performance for the fiscal year.

Click Here

By your electronic signature you acknowledge the rating for Performance

- ☐ I acknowledge that providing my electronic approval is equivalent to signing this document and I understand that my electronic signature is binding.
☐ Decline to sign

Sign

Then click here

By your electronic signature you acknowledge that you have discussed the rating with this employee.

Date : 5/24/2023

Second Level Evaluator
Pending Signature

Comment

B **I** **U** **S** **I_x** **¶** **≡** **:** **≡**

If you would like your second level supervisor to review your evaluation, send request to talentmanagement@louisiana.edu

Click "Submit" on lower right of screen.

Back

Save and Exit

Save and Continue

Submit

If you request the review of the second level supervisor, the task will be routed to your supervisor's supervisor. Otherwise, the 22/23 Rating task is complete.

