



**iPR**

**Performance Reviews**

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










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| <input type="checkbox"/> | Reviewer  | Employee reviewed  | Review session         | Status    | Progress | Score | Session score |
|--------------------------|---|--|------------------------|-----------|----------|-------|---------------|
| <input type="checkbox"/> |  Landon Davison<br>Programming   |  Daisy Montana<br>Programming   | Employee - Employee    | Partial   | 5 / 12   | -     | 9.24          |
| <input type="checkbox"/> |  Madison Grey<br>Programming     |  Daisy Montana<br>Programming   | Employee - Employee    | Completed | 12 / 12  | 9.02  | 9.24          |
| <input type="checkbox"/> |  Zahid Krueger<br>Programming    |  Daisy Montana<br>Programming   | Employee - Employee    | Completed | 12 / 12  | 9.45  | 9.24          |
| <input type="checkbox"/> |  Matthew McCartney<br>Web Design |  Emily Watson<br>Web Design     | Team Leader - Employee | Completed | 12 / 12  | 10.00 | 10.00         |
| <input type="checkbox"/> |  Zahid Krueger<br>Programming    |  Irene Adler<br>Marketing       | Review Time            | Completed | 12 / 12  | 9.56  | 9.56          |
| <input type="checkbox"/> |  Zahid Krueger<br>Programming    |  James McCoy<br>Marketing       | Review Time            | Completed | 12 / 12  | 9.78  | 9.78          |
| <input type="checkbox"/> |  Johnny Silverhand<br>Marketing  |  James McCoy<br>Marketing       | Employee - Employee    | Partial   | 2 / 12   | -     | -             |
| <input type="checkbox"/> |  Zahid Krueger<br>Programming    |  Johnny Silverhand<br>Marketing | Review Time            | Completed | 12 / 12  | 7.99  | 7.99          |
| <input type="checkbox"/> |  Daisy Montana<br>Programming    |  Katy Stevens<br>Web Design     | Employee - Employee    | Completed | 12 / 12  | 7.93  | 8.97          |

Review for:  **Daisy Montana**  
Programming  
Seo expert  
18/03/2015

Reviewer:  **Zahid Krueger**  
Programming  
Chief Executive Officer  
07/04/2014

Review date: 30/07/2024 Overall score: **9.45**

Status: Finished

Hide comments

**Productivity** Group / 5 questions Score: **9.60**  **Discussion / Debate**

**Completes tasks within deadlines \***  
1 - lowest value; 10 - highest value

1 2 3 4 5 6 7 8 **9** 10 No comment

**Sets realistic goals and clear priorities \***

1 2 3 4 5 6 7 8 9 **10** No comment

**Is efficient and delivers quality work \***

1 2 3 4 5 6 7 8 9 **10** No comment

Select time frame:

Reviewer (name or SSN):

Employee reviewed (name or SSN):

Teams (0):

IT  
 Administration  
 Programming  
 Web Design  
 Marketing  
 Stracker Ltd.  
 Support

Review types:  
Search by name  
 Review Time  
 Employee - Team Leader  
 Employee - Employee  
 Team Leader - Employee

Status:  
All

# iPR Description

Add Template

Employee - Employee

Employee - Team Leader

Employee - Team

Employee - Company

Team leader - Employee

Self-review

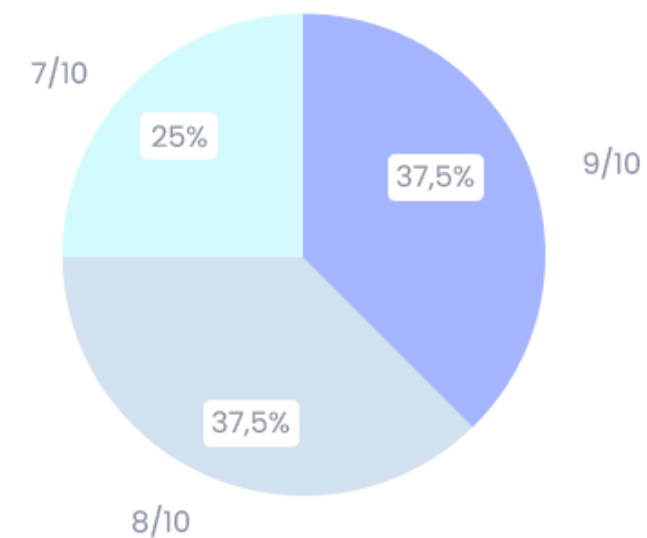


**Matthew McCartney**

#ID: 35263

Employee

1. Always meets assigned tasks' deadlines



**Zahid Krueger**

Team Leader



8.54



8.96

**Irene Adler**

Employee

The **360° reviews** module in HRiFlow is designed to assess employees and analyze results in a simple and intuitive way.

Modern Process

Relevant Analysis

Clear Results

With the advanced options available in the app, not only do you modernize the evaluation process, but you also ensure a deeper, fairer, and more relevant analysis of employee performance.

# Evaluation templates

We've prepared multiple evaluation templates that include relevant questions, tailored to each type of professional relationship:

Employee > Employee

Employee > Team leader

Employee > Team

Employee > Company

Team leader > Employee

> Self-evaluation <

The image shows two overlapping dialog boxes. The background dialog is titled 'Add field' and contains the following fields:

- Type \***: A dropdown menu with 'multiple\_select' selected.
- Question \***: A text input field containing 'What type of aptitudes does the employee have?'.
- Field description**: A text input field containing 'Choose everything that applies.'.
- Field possible values \***: A list of values: 'Organizational skills', 'Great adaptability', 'Level-headed in stressful situations', 'Critical thinking', and 'Exceptional work ethics'. A note below the list says '( Add each value on a separate line. )'.
- Required**: A checkbox that is checked.

The foreground dialog is titled 'Add template' and contains the following fields:

- Name \***: A text input field containing 'Review'.
- Survey**: A section with a blue header 'Abilities (1)' and an upward arrow. Below it is a list of questions: 'What type of aptitudes does the employee have?' with a 'multiple\_select' type and 'Edit' and 'Add question' buttons. Below the list is an 'Add group' button.
- Buttons**: 'Cancel' and 'Save' buttons at the bottom right.

A blue tooltip at the bottom of the 'Add field' dialog reads: 'If you remove a value from the list, the value will be lost on all employees that saved it.'

Just choose the right template and start the evaluation session — what could be simpler?

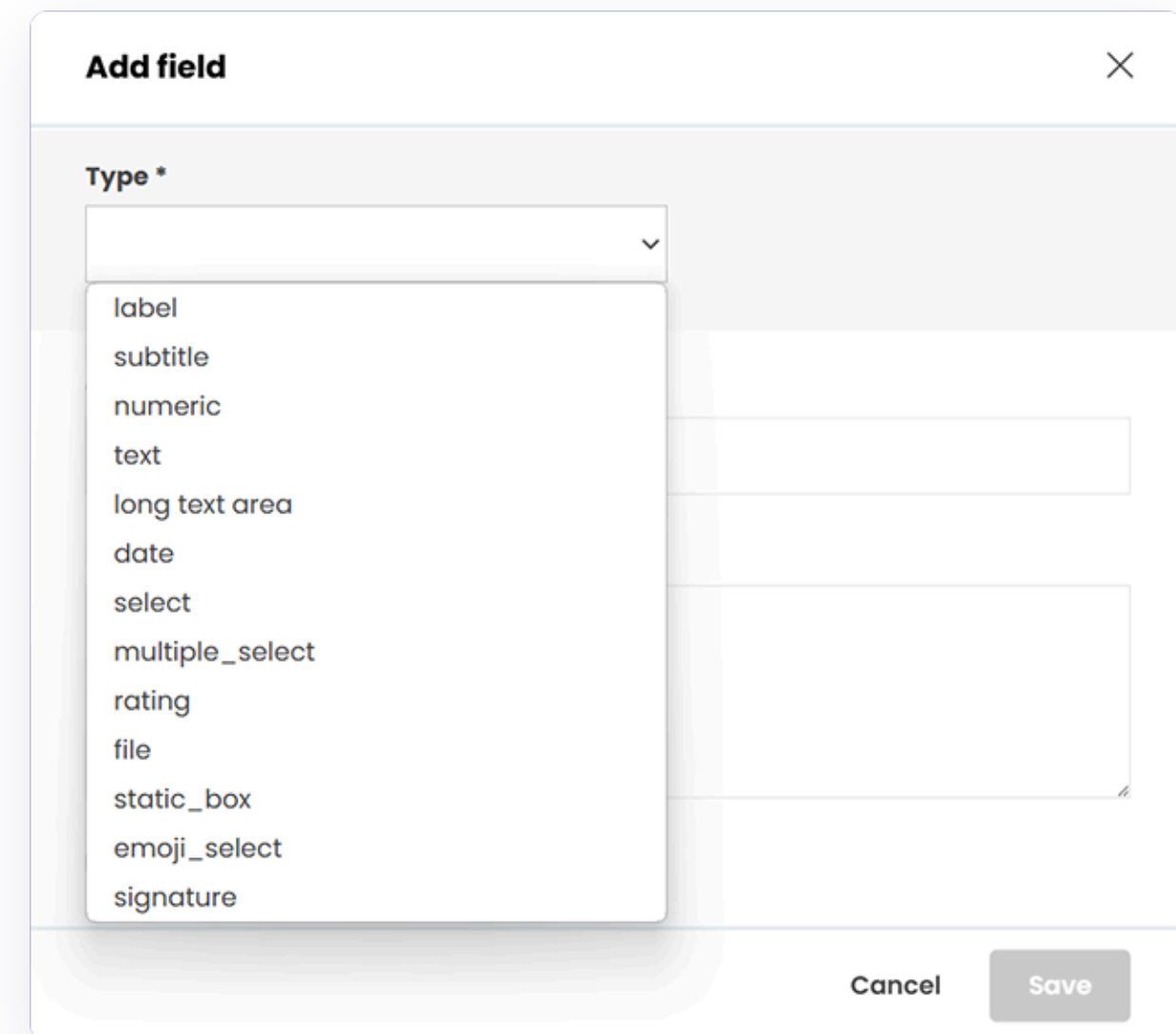
# Custom fields

## Need something more specific?

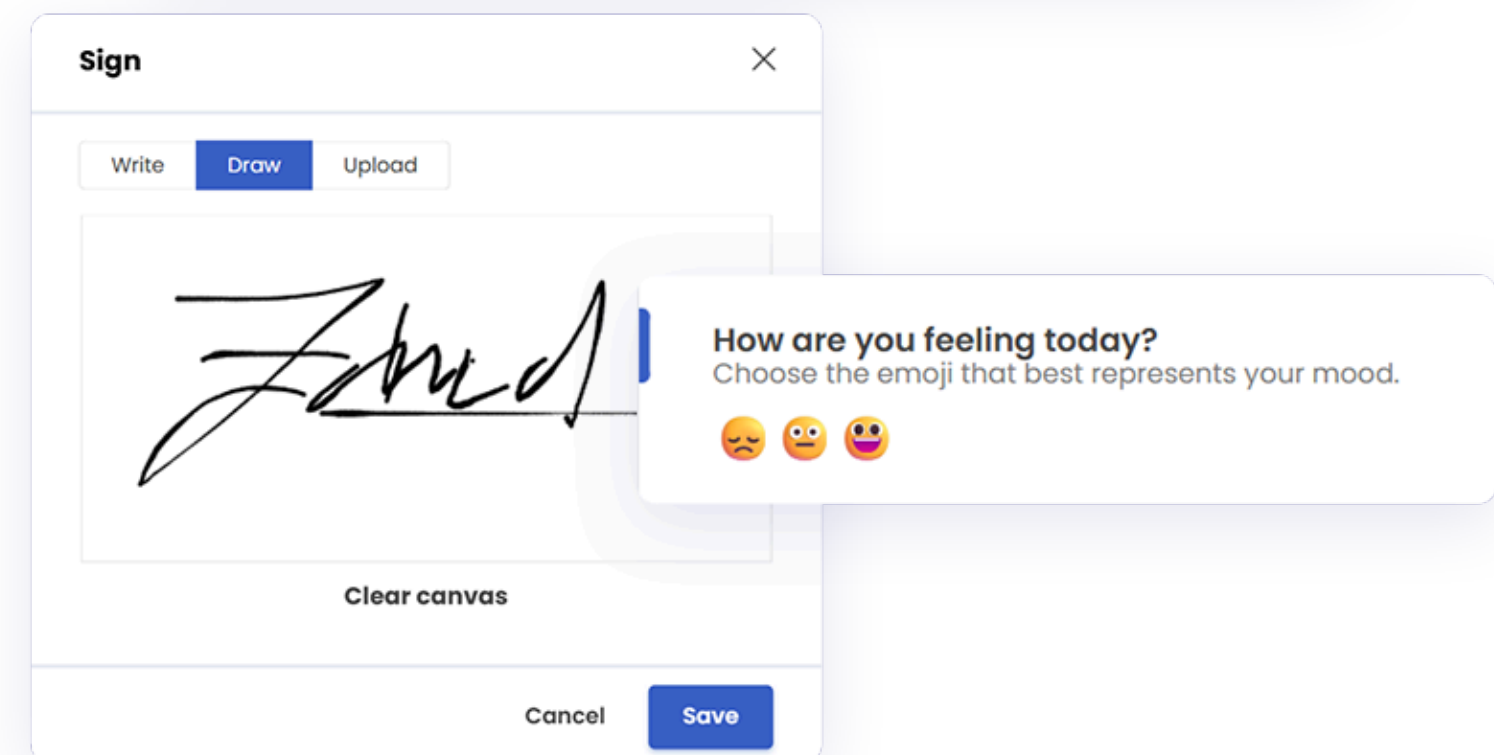
You can create **your own review templates**, customized based on your company's requirements. Easily add them to the evaluation session and receive clear, valuable, and context-relevant responses.

The custom fields in the app offer you full flexibility: you can add questions with short or long answers, numeric values, dropdown selections, and even emojis.

For added security, you can require a **mandatory signature at the end of the review**, so the evaluator confirms through their signature the authenticity and responsibility for the provided answers.



The 'Add field' dialog box is shown with a close button (X) in the top right corner. It features a 'Type \*' dropdown menu that is open, displaying a list of field types: label, subtitle, numeric, text, long text area, date, select, multiple\_select, rating, file, static\_box, emoji\_select, and signature. The background shows a blurred form with a text input field and a long text area. At the bottom of the dialog, there are 'Cancel' and 'Save' buttons.



The 'Sign' dialog box is shown with a close button (X) in the top right corner. It has three tabs: 'Write', 'Draw', and 'Upload', with 'Draw' selected. The main area contains a canvas with a handwritten signature. Below the canvas is a 'Clear canvas' button. A modal overlay is present on the right side of the dialog, titled 'How are you feeling today?' with the instruction 'Choose the emoji that best represents your mood.' and three emoji options: a sad face, a neutral face, and a happy face. At the bottom of the dialog, there are 'Cancel' and 'Save' buttons.

# Review sessions

Benefit from **flexible review sessions**, with various options for selecting evaluators and evaluations. You can create sessions for an individual employee, a team, a department, or the entire company.

To ensure everyone completes their review on time, you can set a **deadline**. Additionally, **enabling anonymous responses** encourages honest and open feedback from employees.



**Irene Adler**  
#ID 25256

#### Contact

Email: ireeadler@gmail.com  
Phone Number: 555235656

| <input type="checkbox"/> | Review name            | Evaluator      | Evaluated   | Created    | Due date   | Status    | Progress | Score | Options |
|--------------------------|------------------------|----------------|-------------|------------|------------|-----------|----------|-------|---------|
| <input type="checkbox"/> | Review Time            | Irene Adler    | Irene Adler | 19/05/2025 | 21/05/2025 |           | 0 / 12   | -     |         |
| <input type="checkbox"/> | Team Leader - Employee | Emily Watson   | Irene Adler | 19/05/2025 | 19/05/2025 | Completed | 12 / 12  | 9.21  |         |
| <input type="checkbox"/> | Review Time            | Irene Adler    | Irene Adler | 19/05/2025 | 21/05/2025 | Completed | 12 / 12  | 9.25  |         |
| <input type="checkbox"/> | Employee - Employee    | Emily Watson   | Irene Adler | 19/05/2025 | 21/06/2025 | Completed | 12 / 12  | 9.13  |         |
| <input type="checkbox"/> | Employee - Employee    | Zahid Krueger  | Irene Adler | 19/05/2025 | 21/06/2025 | Completed | 12 / 12  | 7.59  |         |
| <input type="checkbox"/> | Employee - Employee    | Madison Grey   | Irene Adler | 19/05/2025 | 21/06/2025 | Completed | 12 / 12  | 9.83  |         |
| <input type="checkbox"/> | Employee - Employee    | Landon Davison | Irene Adler | 19/05/2025 | 21/06/2025 | Completed | 12 / 12  | 9.81  |         |
| <input type="checkbox"/> | Employee - Employee    | Daisy Montana  | Irene Adler | 19/05/2025 | 21/06/2025 | Completed | 12 / 12  | 8.47  |         |
| <input type="checkbox"/> | Review Time            | Zahid Krueger  | Irene Adler | 19/03/2025 | 21/03/2025 | Completed | 12 / 12  | 9.56  |         |

Evaluation results can be analyzed individually, from the employee's profile, or centrally, at the organizational level.

Moreover, you have **clear visibility into the status of each review**: started, in progress, or completed.

# Reviews comparisons

In many situations, it is necessary to make a **comparison between review sessions** — for example, between last year's self-evaluation and the current one. With this functionality, you can make well-founded administrative or financial decisions.

HRiFlow provides you with a comparison tool that clearly shows **the progress of each employee**, the differences in perception between the team leader and the team, and any progress or regression over time — all based on real data.



# Review reports

The results of reviews can be viewed in multiple ways:

## Employee profile

Here you can see all reviews assigned to and completed by the employee, including details such as the session name, evaluator, evaluatee, creation date, deadline, evaluation status, progress by question, and final scores per review and session.

## General session report

View the individual results of all participants in a review session, including the status of assigned evaluations, similar to the employee profile.

## Summary session report

This aggregates the responses from a session into a consolidated report, calculating an average for all answers. You can customize the display in the form of a list, bar chart, or pie chart.

# Reviews permissions

The account administrator has full access to all functionalities in the application. If certain individuals in the company need additional permissions, these can be granted quickly and easily.

Both team leaders and employees can be granted extended access to the review module in HRiFlow.

Available permissions include:

- access to templates
- access to sessions
- rights to view or edit reviews
- access to reviews reports, with options to view or edit

Regardless of team size or organizational structure, HRiFlow offers complete control and flexibility in managing the review process.



**Irene Adler**

#ID 25256

## Contact

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Telefon: 555-2334-2442

## Shortcuts

Change Team

Request Information

## Employee History

**Irene Adler**

09/11/2017 - Empty



## REVIEWS PERMISSIONS

- Has access to templates**  
Can view, create and edit review templates.
- Has access to sessions**  
Can view, create and edit review sessions.
- Has access to reviews**
  - Can view**
  - Can create and edit**
- Has access to reviews report**
  - Can change review status**

# **HRiFlow simplifies the process, but raises the standard of reviews in your company.**

Easy to use, yet delivering valuable and relevant results for informed decisions.

**Want to see iPR in action?**

[Schedule a LIVE demo](#)