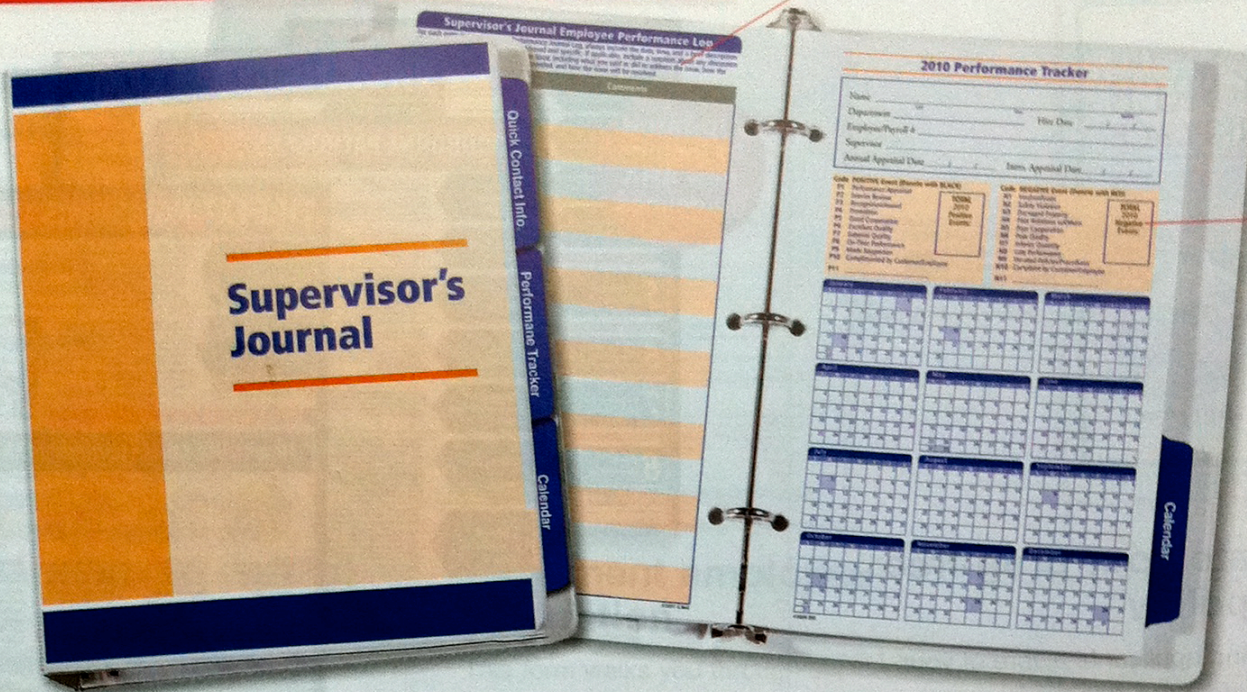


Supervisor Solutions

Record specific comments on performance log sheets for easy reference.



Positive and negative event codes make it easy to keep track of performance patterns.

Keep a journal of day-to-day employee performance

No more struggling to remember the details of an employee's performance at review time! In one convenient binder, supervisors can record up to 10 employees' daily accomplishments and challenges.

- Includes 2010 Performance Trackers, a Monthly Planner, Employee Contact Information and Tips on Employee Documentation and Discipline
- Results in more accurate, targeted appraisals

Includes:

- **2010 Performance Tracker** (10), track performance with positive and negative event codes in a calendar-style format, plus make detailed journal entries.
- **Monthly Planner** (1), see a month's schedule at a glance, including vacation time, birthdays, anniversaries, and performance appraisal due dates for all employees.
- **Supervisor's Guide to Documentation and Discipline** (1), explains how to monitor, document and address employee performance issues legally and effectively.
- **Employee Contact Info** (1), puts emergency contact information for all employees together so it can be accessed on demand, with room for up to 60 contacts.

ComplyRight™ Supervisor's Journal

Description	Item #	Price Each
Journal	AR0903	\$27.99
Refill Pack	AR0812	\$10.99

Journal: 3-ring 7" x 9" binder, 47 pages.

Refill pack: 10 4-page trackers.

Page inserts: 5½" x 8½".