

Good morning, DePaul Manager

Me My Team My Client Groups Procurement Tools Others

Goals - Manager Approve Goals (Manual Method)

QUICK ACTIONS

Team Activity Center

Team Time Cards

Document Records

Document Delivery Preferences

Team Activity Center

Journeys

Hiring

Good morning, DePaul Manager

Me My Team My Client Groups Procurement Tools Others

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Click 'My Team.'

- Team Activity Center
- Team Time Cards
- Document Records
- Document Delivery Preferences

APPS

Team Activity Center	Journeys	Hiring

QUICK ACTIONS

-  Team Activity Center
-  Team Time Cards
-  Document Records
-  Document Delivery Preferences
-  Seniority Dates
-  Transfer
-  Employment Info
-  Employee Summary

APPS

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Click 'Goals and Performance.'

Back

Goals and Performance Overview

- Goals and Performance Overview
- Evaluate Performance

Review Period 2024-25

My Team

Search Person

Show Filters

Sort By Name ascending



DePaul Employee
FT Hourly

3 Directs, 3 Total



Performance Goals
0 of 3 completed

Performance Documents

Anytime Documents

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In the field below, you may need to click the expand carat to the right for the employee whose goals you would like to approve.
If the employee's profile is already expanded, click 'Next' to continue.

Next

BlueSky Help

Goals and Performance Overview



Goals and
Performance
Overview



Evaluate
Performance

Review Period 2024-25

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Click '0 of # completed' under
Performance Goals for the employee
whose goals should be approved.

Back

My Team

Search Person



Show Filters

Sort By Name ascending



DePaul Employee

FT Hourly

3 Directs, 3 Total



Performance Goals

0 of 3 completed

Performance Documents

→ 2024-25 Staff Performance Appraisal

Anytime Documents

0 created

Bluesky Help

Performance

Development

Review Period
2024-25

+ Add

View Plan Details

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Click 'View details.'

Yearly reviews required.

View details

i

Pending approval

7/1/2024 - 6/30/2025

New Goal Name

This is a description of the new goal.

Created By
DePaul Employee

Not started



DE

My Goals



Approve

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This section will allow you to **'Approve'** your employee's goals. You may also click **'More Actions'** (i.e., the ellipses), then select **'Request for Information'** from the menu that appears.

*NOTE: Clicking 'Reject' from the 'More Actions' menu will delete all employee goals submitted. If you would like changes made before approving, 'Request for Information' may be a more appropriate choice.

⚠️ Approval in Progress

DePaul Employee

Goal Plan Approval Request

Worker DePaul Employee has submitted 2024-25 Performance Goals for your approval.

Review Period

2024-25



Approve

DE

My Goals

Bluesky Help

⚠️ Approval in Progress

Congratulations! You have reviewed your employee's goals.

DePaul Employee

Goal Plan Approval Request

Worker DePaul Employee has submitted 2024-25 Performance Goals for your approval.

Review Period 2024-25