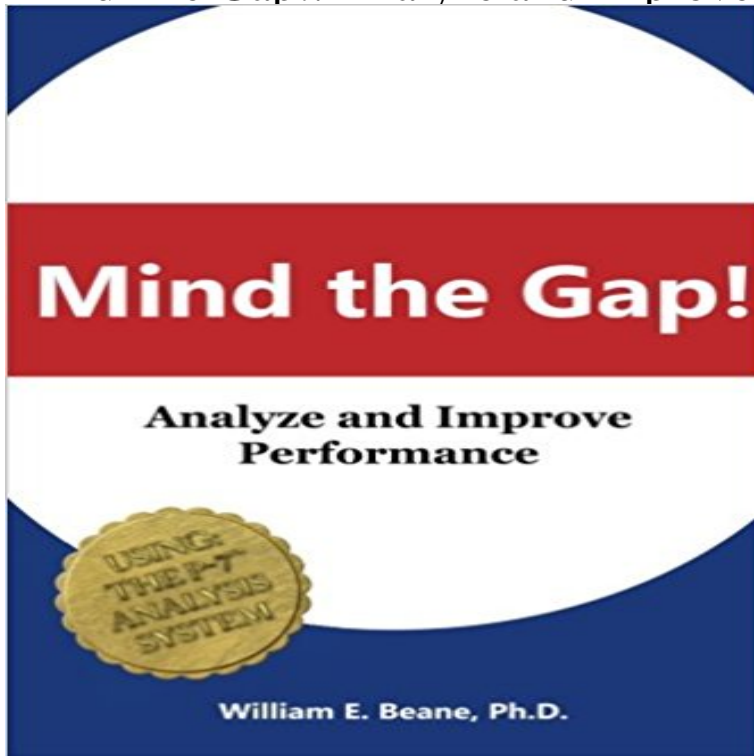


Mind The Gap!: Analyze and Improve Performance



Overview: You may have a direct report whose performance hasn't been what it should be for some time. You've talked with him, but his improvements are short-lived. One of your project teams is losing traction. All the parts seem to be in place, but performance is still lagging. You're worried that the finger pointing will start soon. Another member of your team isn't living up to her capability. She is very talented and her performance is good, but not great. You wonder what's blocking her from still higher achievement. A colleague isn't collaborating well. You're simply not getting the support you need. Mind the Gap will give you the tools for analyzing and improving performance across each of these cases and many more. You will learn how to analyze any performance gap between current performance and expected or desired performance and then, how to close that gap. The performance tools are built around the Performance-7 System, a comprehensive, yet intuitive system for improving performance. The basic system is introduced as a tool for analyzing the performance of a team member. It is then tailored and expanded to analyze and improve performance across a variety of other situations. AUDIENCE: The book is primarily aimed at business managers, but the P-7 system has also proven to be very valuable for HR professionals and performance consultants in general. It is written to be applied to real problems immediately and is definitely not a theoretical performance analysis textbook. CONTENTS: The book introduces the Performance-7 system by applying it first to issues with direct reports. It is then applied to issues with peers, bosses, teams or departments and entire organizations. Next, the system is applied to project performance problems on a pre, during and post basis. The research and design behind the system is then presented, prior to a final section on how the system has been used to

build greater self-leadership in employees. The appendix includes blank copies of all the performance worksheets used for each of the systems applications.

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