



## PAM Web

PAM Web for Sage Abra is a completely browser-based, paperless performance appraisal management system that automatically routes employee appraisals from start to finish based on company hierarchy to accommodate for supervisor only, supervisor and employee, self reviews, or 360° reviews. PAM integrates seamlessly with Sage Abra eliminating the need for rekeying of employee data and guaranteeing the accuracy of employee information. Our simple implementation process has PAM up and running in your organization quickly and accurately.

PAM lets employees feel right at home with its customization capabilities and ease of access. The look and feel of PAM can be tailored to reflect your corporate brand or culture and can also be customized based on user role. Users can access the system from their desk or at home through a web browser, allowing appraisals to be completed anytime.

PAM contains sample appraisals that can be customized to your requirements; however, templates can also be created from scratch to accommodate your unique requirements. Measurement criteria in these templates can be defined for similar job functions. The phrase selector provides a competency and score specific list of comments that helps reviewers articulate the reasons why they rated the employee as they did depending on the competency and score selected. The word check feature maintains a bank of words and phrases that will be flagged as disallowed if someone attempts to include them in a review or other documentation.

Budgets for salary increases can be input into PAM to assist managers with the allocation of resources. This feature helps departments and organizations stay within budget when rewarding employees financially.

Goal management is made easy with PAM. Managers and employees alike can define individual employee goals of a professional or personal nature for a holistic employee development plan. Future goals and objectives will appear on the next appraisal for easy assessment and follow up. An employee journal allows employees and supervisors to record notes on goals and performance between appraisal cycles throughout the year.

At Perryman Software, we help people and businesses realize their full potential. From developing innovative solutions to providing award-winning customer support, Perryman Software is dedicated to surpassing expectations in all aspects of our business. For more information about PAM, please contact us at 800-551-6875 or visit [www.performancepam.com](http://www.performancepam.com).

## Talent Management for Sage Abra

### Browser-based Appraisals

This browser-based performance appraisal management system is a role-based system with a SQL driven back end.

### Paperless

This completely paperless system allows you to manage employee performance in an environmentally friendly way.

### Setup Defaults for Quick Start

Global setup options, sample appraisals, and integration with Sage Abra allow you to implement PAM quickly to get the results you need.

### Customizable Appraisal Forms

Open, text-based appraisal forms are the default; however measurement criteria can be defined for similar job functions. Appraisals can be as simple or as detailed as your organization needs them to be. Any default setting can be changed for an individual appraisal.

### Automatic Routing

Reviewers may be set as supervisor only, supervisor and employee, or 360° peer review. PAM appropriately routes approvals based on the company hierarchy.

### Company Branding

Brand your company and tailor the look and feel of the system based on corporate culture and user role.

## Search Employees

Employee

Active  LOA  Other

Level 1	ALL
Level 2	ALL
Level 3	ALL
Level 4	ALL
Level 5	ALL

Employee
Brown, Virgil L
Eagle, James J
Huang, Mary M
White, Donald N

Employee Journals For Huang, Mary						
Add Journal Refresh List Close						
Journals						
All Since Last Appraisal Date Range						
Attachments?	Type	Note	Author	Last Modified		
	No	General	Mary performed very well on the Dolphin project. She hit the deadline, presentation was exceptional.	Albright, Albert M	3/23/2010	4:51:00 PM
	Yes	Certification	Mary passed the certification test for the Level II Engineer.	Albright, Albert M	3/23/2010	4:55:00 PM
	No	Disciplinary	Mary was informed this a.m. in writing, that poor communications with management on project status is negatively impacting her job performance	Albright, Albert M	3/23/2010	4:54:00 PM
	Yes	Attendance	Did not show up for work today - no call or email was received. HR had to call out to Mary to find out where she was.	Albright, Albert M	3/23/2010	4:55:00 PM

## FEATURES

<b>Browser-based Performance Appraisals</b>	PAM Web is a browser-based employee performance appraisal management role-based system with a SQL driven back end. Managers and employees alike can access the system from their desk or at home through a web browser, allowing appraisals to be completed anytime.
<b>Seamless Integration with Sage Abra</b>	PAM's seamless integration with Sage Abra eliminates duplicate data entry and guarantees accurate employee information. PAM collects employee demographics and displays them in the appraisal. Sensitive employee information is only viewable by the appropriate managers.
<b>Phrase Selector</b>	The PAM phrase selector provides a competency and score specific list of comments a reviewer can choose from when composing feedback in an employee review.
<b>Word Check</b>	Word Check allows Human Resources to maintain a bank of words and phrases that PAM will flag as disallowed if a reviewer attempts to include one of them in an employee review or other employee documentation.
<b>Budget Entry Screen</b>	The budget entry screen allows a department to input a budget for salary increases and allocate the resources as appropriate while staying within budget.
<b>Employee Journal</b>	The employee journal is an area where employees and supervisors can record notes on goals and performance between appraisal cycles throughout the year.
<b>Enhanced Goals</b>	Managers and employees may set and define individual employee goals related to personal and professional development. Managers can insert employee goals into any section of their employees' performance appraisal to allow for better tracking of assigned goals.
<b>Advanced Filtering</b>	Advanced filtering provides increased search functionality that allows users to filter searches based on department, job code, and other parameters.
<b>Electronic Signature Capability</b>	There is no need to print, sign, and scan appraisals to make them complete. Managers and employees can sign off on appraisals electronically even without a signature pad.
<b>Spell Check</b>	Misspelled words in any notes or comments areas will appear underlined in red. Right-clicking on the misspelled word will result in correct spelling suggestions.
<b>Self &amp; 360° Peer Reviews</b>	Preserve the integrity of 360° Peer Reviews by letting PAM determine who views which screens. By default, PAM limits what peer reviewers see when they score appraisals, maintaining the honesty and integrity of the peer reviewed appraisal.
<b>Electronic and Totally Paperless</b>	With PAM's electronic work flow, supervisors know when to create appraisals, reviewers know when to peer review, and approvers know when it's time to approve. When the appraisal is final, it can be electronically signed for a totally paperless process.
<b>Manage Past and Future Performance</b>	Once in the system, past appraisals are accessible for future reviews. Managers have on-demand status of current appraisals as they are reviewed and approved. Future goals and objectives show up on the next appraisal, allowing management to focus on organizational goal achievement.
<b>Activity Center</b>	This workflow driven user interface is a personal portal which allows users to see the status of any appraisals they are responsible for at any moment in time.
<b>Message Center</b>	The Message Center provides customized alerts to users based on actions that must be taken or have already been taken on any appraisals that user is responsible for.

