iPR

Performance Reviews

Table of contents

iPR Description

Add Template

Employee - Employee

Employee - Team Leader

Employee - Team

Employee - Company

Team leader - Employee

Self-review

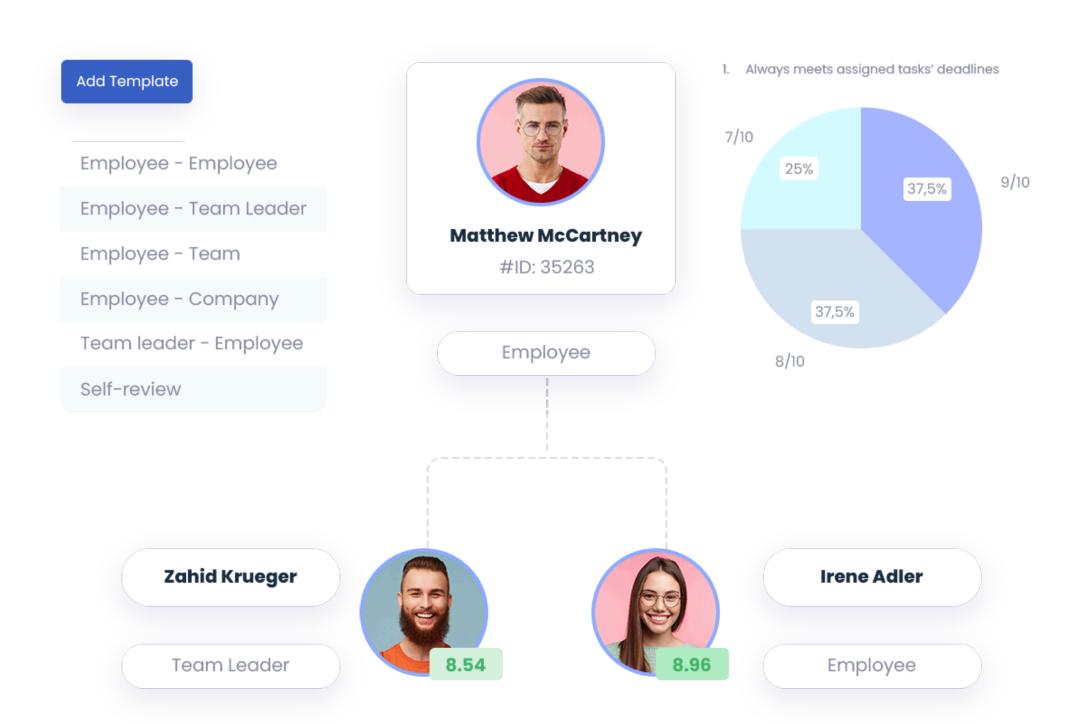**Matthew McCartney**

#ID: 35263

Employee

1. Always meets assigned tasks' deadlines

7/10

25%

37,5% 9/10

37,5%

8/10

Zahid Krueger

Team Leader

8.54

8.96

Irene Adler

Employee

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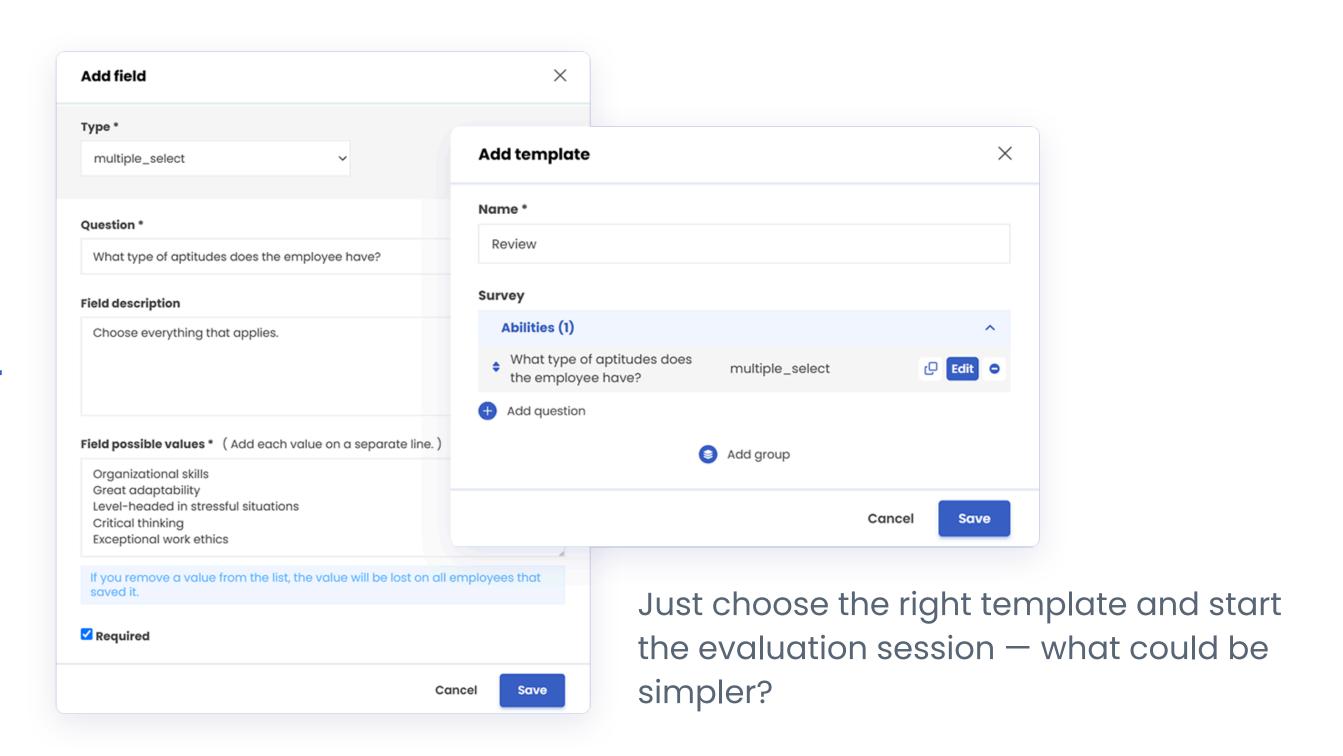
Modern Process

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 ﹥ **Emplyee**

Employee ﹥ **Team leader**

Employee ﹥ **Team**

Employee ﹥ **Company**

Team leader ﹥ **Employee**

﹥ **Self-evaluation** ﹤

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

Add field ✕

Type *

multiple_select

Question *

What type of aptitudes does the employee have?

Field description

Choose everything that applies.

Field possible values * (Add each value on a separate line.)

Organizational skills
Great adaptability
Level-headed in stressful situations
Critical thinking
Exceptional work ethics

If you remove a value from the list, the value will be lost on all employees that saved it.

☑ Required

Cancel   **Save**

Add template ✕

Name *

Review

Survey

Abilities (1) ⌃

⇕ What type of aptitudes does the employee have?   multiple_select   ⧉ **Edit** ⊖
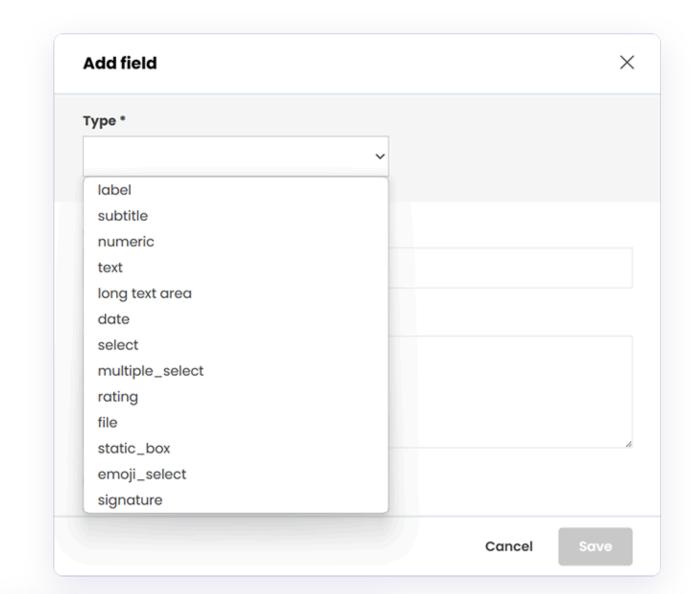
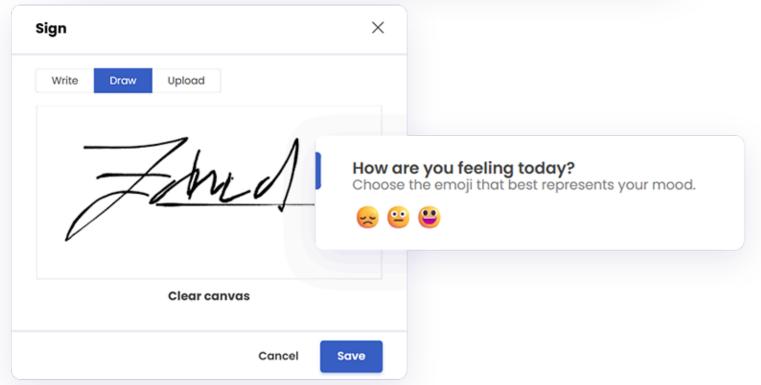⊕ Add question

◉ Add group

Cancel   **Save**

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.
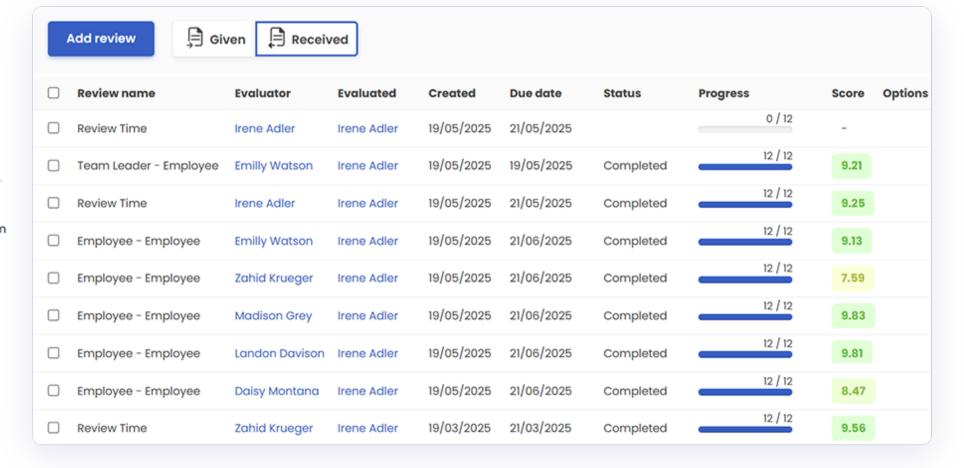
Review sessions

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: ireneadler@gmail.com
Phone Number: 555235656

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

Add review | Given | Received

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.

HR iFlow 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.

Self-Review 2023

Irene Adler
8.70
Junior Marketing

Productivity	Group / 6 questions	9.20
Leadership	Group / 5 questions	7.40
Communication	Group / 6 questions	8.21
Personal Development	Group / 5 questions	8.70

Self-Review 2024

Irene Adler
9.48
Junior Marketing

Productivity	Group / 6 questions	9.70
Leadership	Group / 5 questions	8.90
Communication	Group / 6 questions	9.25
Personal Development	Group / 5 questions	9.90

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 HR iFlow. 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, HR iFlow offers complete control and flexibility in managing the review process.

Irene Adler

#ID 25256

Contact

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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**

HR iFlow 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