

USING EFFECTIVE GOAL SETTING, PLANNING AND CONTROL TECHNIQUES

by

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- **What is the “GOAL SETTING PROCESS”?**
- **What THREE CONTROL METHODS managers can use to monitor employee goal progress?**
- **What role should the employee play in the goal setting and performance appraisal process?**
- **What COACHING PROCESS should managers use in the performance appraisal?**
- **What are “CLIFF GOALS” and “GRADUATED GOALS”?**

... and MUCH, MUCH more ...

Join one of Ohio’s most popular speakers as he reviews how to effectively and legally set goals with your employees and for your organization in his own unique, practical, entertaining and humorous style.

Scott will walk you through the **GOAL SETTING PROCESS** step-by-step ... as well as outlining what role the employee plays in this process. Scott will show you how to use this information **IMMEDIATELY** with his own “rubber hits the road” approach as a human resource professional and employment attorney.

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OUTLINE

I. GOAL SYSTEMS: THE RATIONALE

- A. Goal Setting: The Rationale**
- B. Planning: The Rationale**
- C. Control Procedures: The Rationale**
 - 1. Strategic Control Point Systems**
 - 2. Warning Control Systems**
 - 3. Continuous Control Systems**

II. BIGGEST PROBLEM WITH GOAL SETTING

- A. Goals Are Vague, Unrealistic and Not Measurable**

III. THE GOAL SYSTEM PLANNING PROCESS

- A. Using The Goal System Planning Process**
 - 1. Cliff ("All or Nothing") vs. Graduated ("Sliding Scale") Goals**
 - 2. Determine what activities will help attain the goal.**

- 3. Identify what resources are needed and available to successfully undertake these chosen activities and identify obstacles.**
- 4. How will the plan be monitored or controlled?**
- 5. Provide feedback as to the progress of the plan to all who participated in it.**



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- **Masters degree in Labor and Human Resources: The Ohio State University**
- **Capital University College of Law (Class Valedictorian (1st out of 233))**
- **Lifetime Senior Professional in Human Resources (SPHR) accreditation**
- **Winner of the Human Resource Association of Central Ohio's Linda Kerns Award for Outstanding Creativity in the Field of Human Resource Management and the Ohio State Human Resource Council's David Prize for Creativity in the Field of Human Resource Management**
- **Scott is President of his own Human Resource Consulting, Employment Law and Training Firm based in Columbus, Ohio specializing in:**
 1. **PREVENTING Employee Problems from happening,**
 2. **Training Managers and Employees ON-SITE in over 30 topics and**
 3. **Keeping HR Professional's UP TO DATE WITH THE CHANGES IN THE LAW with his MONTHLY NEWSLETTERS AND ANNUAL AUDIO TAPES.**

Scott Warrick was the highest rated presenter at SHRM's 2003 National Diversity Conference in New York City. Scott has now been invited back to present his "Tolerance in the Workplace: Management v. Employees" session at the 2006 SHRM National Diversity Conference in Los Angeles in October of 2006.

Scott travels the country presenting his "Intolerance of Intolerance: Diversity/Tolerance Awareness Program." Scott's clients include The Gap, Skyline Chili, The Ohio Supreme Court, Heinz, Fayette County Hospital, Honeywell, Caraustar International, Utah Workforce Development, etc.

Solving Employee Problems BEFORE They Happen!

HERE'S WHAT ATTENDEES SAY ABOUT SCOTT WARRICK'S SESSIONS...

"My managers LOVE Scott! I would never even consider using anyone else."

Tina Powers, Fayette County Memorial Hospital

**"Without a doubt, the best presenter I have ever heard.
Scott Warrick could make a seminar on "Manure Specifications" enjoyable."**

Dirk Prusok, The Columbus Public Metropolitan Library

"Scott makes me feel MUCH more confident as a manager."

Nance Curtis, Prologue, Inc.

"All of the managers at my company should come to Scott's seminars."

Amy Lieb, Krieger Ford

"Scott always provides realistic and manageable ways to handle personnel problems. Excellent!"

Ric Mazon, Professional Insurance Agents, Inc.

"THANK YOU for having these seminars!"

Darlene Duffy, Ohio Hunger Task Force

"I learned a great deal from Scott. This was just the information I was looking for."

Kelsy Ruoff, Liebert Corporation, Inc.

"This guy could make 'Two Steps To Brushing Your Teeth' interesting."

Collette Mak, OCLC

"Scott's seminars are filled with examples and solutions to avoid problems. It was great!"

Mike McGovern, Odyssey Consulting, Inc.

"Scott is the best presenter we have ever had!"

Tim Thompson, Columbus Public Metropolitan Library

"Loved the 'real world' examples. Scott has really 'been there, done that.'"

Kay Peters, Evans Adhesives, Inc.

Attendees agree ... "Scott Warrick Spins Magic!"