

Self-Assessment Directions:

1. Click on the link from the HR announcement and the following screen will appear.



Note: This form has an immersive reader by clicking on this icon:



2. Enter last name and preferred, chosen, or legal name (nicknames are often preferred names).

Hi, Margaret. When you submit this form, the owner will see your name and email address.

* Required

1. What is your last name? *

2. What is your chosen, preferred or legal first name? *

3. Enter Title and Clark ID (Found on Clark OneCard)

3. What is your title? *

4. What is your Clark ID number? (C and first 8 Digits) This can be found on your Clark One Card.
*

4. Enter supervisor's last name and first name, as well as the date completed

5. What is your supervisor's last name? *

6. What is your supervisor's first name? *

7. Please enter the date you are completing the form. *

 

5. Please share 3 accomplishments from this fiscal year. An accompanying narrative for each is helpful to the supervisor.

8. Please list and describe up to three professional accomplishments that you either directly contributed to or achieved during fiscal year 2022.

*

1. Accomplishment with narrative
2. Accomplishment with narrative
3. Accomplishment with narrative

6. Please share 3 areas of desired growth for the next fiscal year, based on reflection of this past year's work.

10. Please identify any professional growth areas you would like to enhance that would benefit from additional skill development. *

1. Area of Growth
2. Area of Growth
3. Area of Growth

7. Share anything the University or supervisor can do to support development of skills or anything that would open up pathways to other goals for FY2023.

11. How can the University and/or your supervisor support the development of your professional skills and performance goals in fiscal year 2023? *

Narrative on development

- When finished with the form, check the box marked "Send an email of my responses" and hit Submit.

Send me an email receipt of my responses

Submit

- A screen will pop up indicating the form has been submitted. Please hit "Print or get PDF of Answers." This is the form to send to the supervisor.

 **Clark University FY2022 Annual Self-Assessment & Goal Setting Form**

 **Thanks!**

Your response was submitted.

Print or get PDF of answers

[Submit another response](#)

10. An email will go to the employee completing the evaluation. If the PDF was not printed from the last screen (above), it can be printed as a PDF from the browser by clicking "View My Responses."

