



360™

Qualtrics Labs, Inc.

REPORT FOR QUALTRICS ADMIN

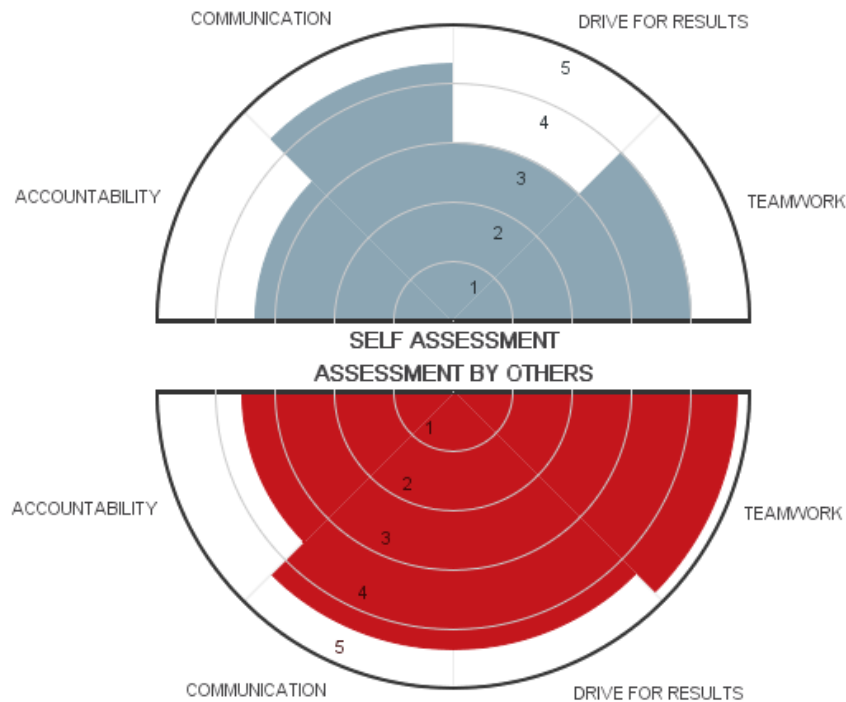


Sample Report - Summary

This report is designed to help you preview the functionality available through the Qualtrics 360 product. We have designed a tool that gives you full control over the format of your report, from creating a cover page, to adding explanatory text, and even adding images. You can really put your mark on the 360 by setting up a great report structure, which will automatically be populated with each individual's data.

In the Qualtrics 360, you have the power to define the competencies you want to measure. In this example report, the statements in the form roll up into 4 categories: Accountability, Communication, Drive for Results, and Teamwork. The radar graph below allows you to see how you rated yourself in these areas compared with how others rated you.

360 CATEGORIES



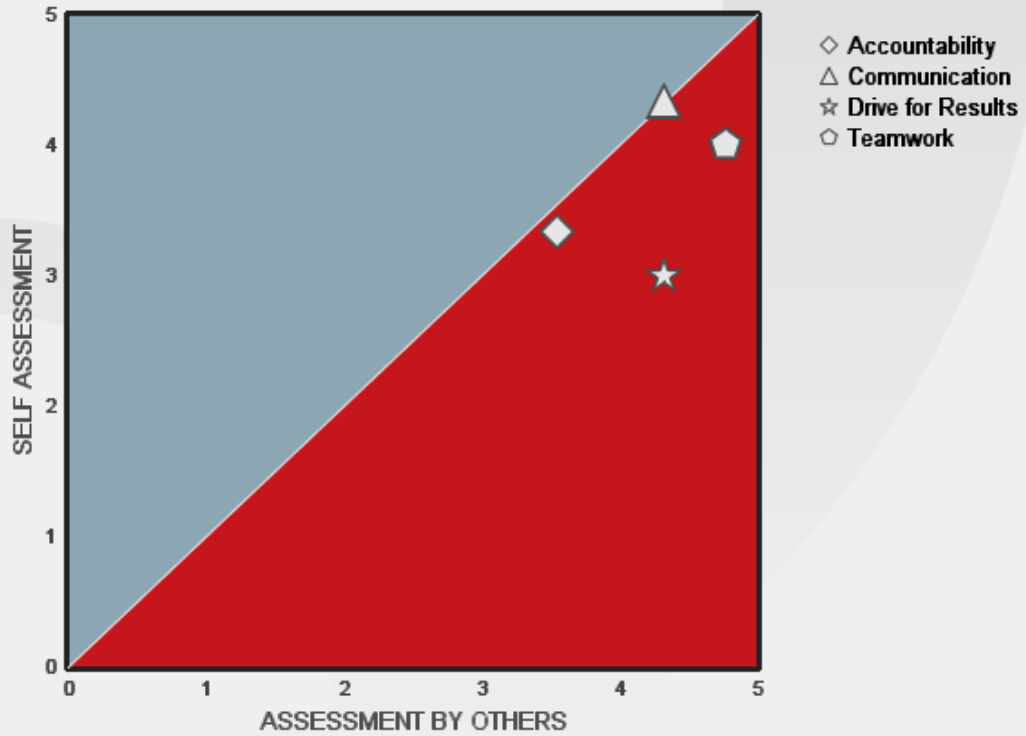


Congruence

Congruence graphs allow you to quickly identify the differences between self perceptions and the perceptions of others. If an item is right on the line, it means that your perception of yourself and the perception of you by others are aligned. The farther from the line an item is located, the greater the difference.

This congruence graph compares how you view yourself with how others view you.

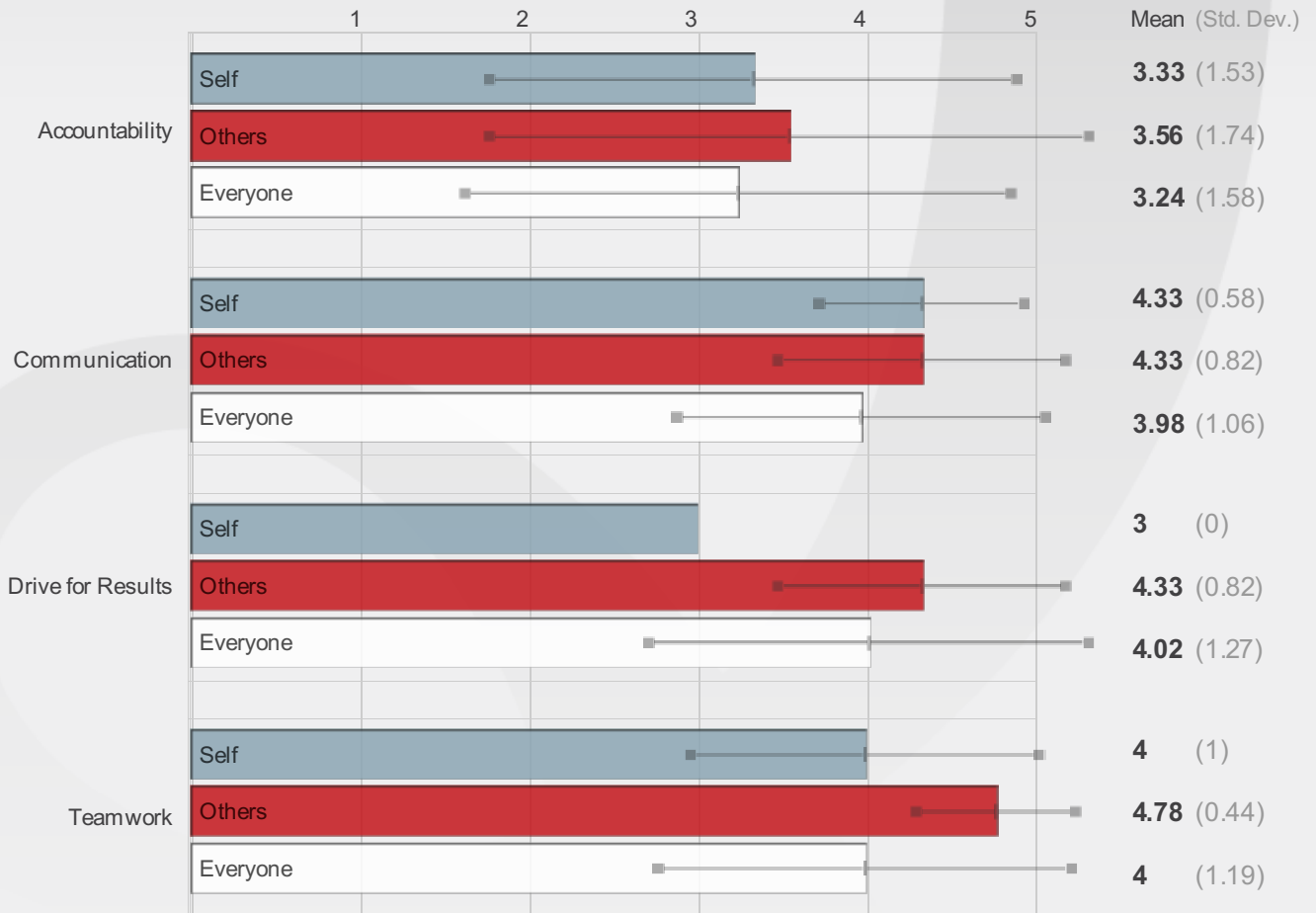
360 CATEGORIES
(CONT.)





360 Bar Charts

You can also add bar graphs to compare results. Bar graphs allow you to drill down beyond just "others." In our example, your results are compared to all others who have completed this 360, but you could drill-down by team, department, region...or any other category that you set up!





High/Low Table

When you have a 360 form with many questions, it is sometimes helpful to just see a list of your highest- and lowest-rated items in one place. Our High/Low Table allows you to do exactly that, putting the items with the highest and lowest averages and putting them into one table, allowing a subject to quickly identify areas of strength and weakness.

If you have nominated others to evaluate you, and they have completed the evaluation, then the table in this example shows your highest and lowest 5 items.

Highest Scores			
Rank	Scoring Category	Item	Average
1	Accountability	Actively promotes an ethical business culture within the organization.	5
2	Communication	Lays out the goals, tells people the plan and clearly describes what is expected.	5
3	Teamwork	Expresses clear expectations of collaborative behavior (e.g., no “finger-pointing” or blaming).	5
4	Communication	Empowers people to feel that they make a difference.	4
5	Teamwork	Puts the right people together to provide timely solutions.	4

Lowest Scores			
Rank	Scoring Category	Item	Average
1	Drive for Results	Demonstrates a “can-do” attitude and expresses his/her opinion with confidence.	3
2	Drive for Results	Enjoys opportunities to stretch his/her abilities.	3
3	Accountability	Puts appropriate measures in place to know how he/she is doing.	3
4	Teamwork	Invests the time to listen to and appreciates others’ viewpoints, inviting others to share information and resources.	3
5	Drive for Results	Expresses general optimism and confidence in his/her abilities, experience and/or judgment.	3



Gap Analysis Table

Beyond measuring just strengths and weaknesses, it is valuable to assess the gaps between your self perception and the perception others have of you. With a Gap Assessment Table, you can quickly find the areas with the greatest difference between yourself and others. A positive gap is found when others rated you higher than you rated yourself, and a negative gap is created when your self evaluation was higher.

Once others have completed the evaluation, you will see a table populate in this space with 5 positive and 5 negative gaps. What can you do to bring these perceptions into alignment?

Positive Gaps					
Rank	Scoring Category	Item	Self	Others	Gap
1	Communication	Lays out the goals, tells people the plan and clearly describes what is expected.	5	3.5	1.5
2	Teamwork	Expresses clear expectations of collaborative behavior (e.g., no "finger-pointing" or blaming).	5	4.33	0.67
3	Accountability	Actively promotes an ethical business culture within the organization.	5	4.67	0.33

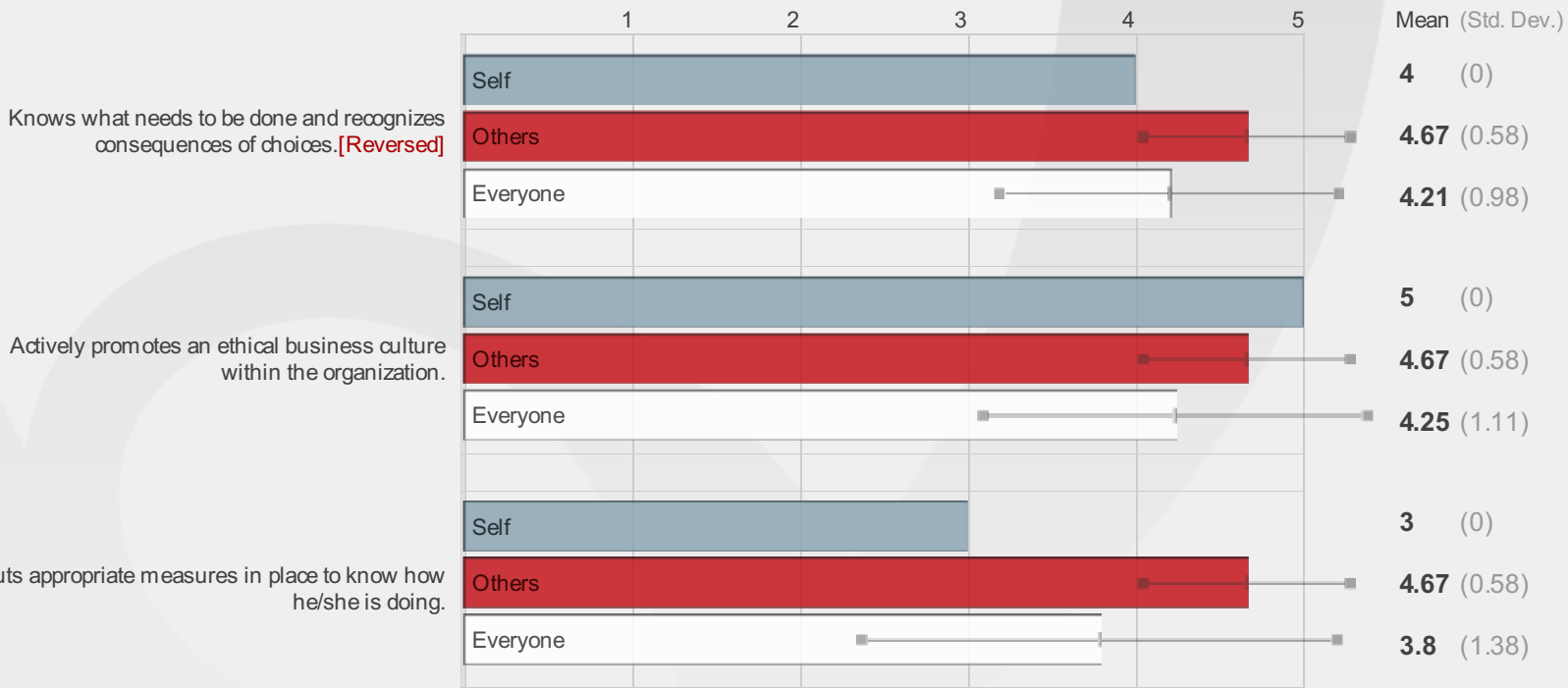
Negative Gaps					
Rank	Scoring Category	Item	Self	Others	Gap
1	Teamwork	Invests the time to listen to and appreciates others' viewpoints, inviting others to share information and resources.	3	5	-2
2	Drive for Results	Demonstrates a "can-do" attitude and expresses his/her opinion with confidence.	3	5	-2
3	Accountability	Puts appropriate measures in place to know how he/she is doing.	3	4.67	-1.67
4	Drive for Results	Expresses general optimism and confidence in his/her abilities, experience and/or judgment.	3	4.5	-1.5
5	Communication	Empowers people to feel that they make a difference.	4	5	-1



Item Breakdown

Not only can you view the summaries of the overall scoring categories, but you can also view the results to each of the individual items in your form. Below you will see two of the options for presenting the data for the items in the Accountability category, either with bar charts or in a table.

Accountability Items



	Self	Others	Everyone
Invests the time to listen to and appreciates others' viewpoints, inviting others to share information and resources.	3.00	5.00	4.07
Expresses clear expectations of collaborative behavior (e.g., no "finger-pointing" or blaming).	5.00	4.33	3.93
Puts the right people together to provide timely solutions.	4.00	5.00	4.00
Knows what needs to be done and recognizes consequences of choices.	4.00	4.67	4.21
Actively promotes an ethical business culture within the organization.	5.00	4.67	4.25
Puts appropriate measures in place to know how he/she is doing.	3.00	4.67	3.80



Text Responses

Here you will see the text responses that have been given about you. Text responses can be broken out by relationship (Manager, Peer, etc.) or grouped together into the "Others" category to help preserve anonymity, which is the method used below.

PLEASE DESCRIBE QUALTRICS ADMIN'S GREATEST STRENGTH.

Self
Text Response
I know how to get things done.

Others
Text Response
Produces high-quality work.
Great team player that inspires others and helps everyone else achieve success.
A great leader in modeling the company's core values.

Want to see more?

Design and launch your own evaluation in minutes with the Qualtrics 360. This new system gives you complete control over your employee feedback system. Call 800-340-9194 or email 360sales@qualtrics.com to get started today.

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