



# IJRASET

International Journal For Research in  
Applied Science and Engineering Technology



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# INTERNATIONAL JOURNAL FOR RESEARCH

IN APPLIED SCIENCE & ENGINEERING TECHNOLOGY

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**Volume: 7      Issue: X      Month of publication:      October 2019**

**DOI:      <http://doi.org/10.22214/ijraset.2019.10072>**

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# A Study on Effectiveness of Performance Appraisal

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**Abstract:** *This study aims to look at effectiveness of performance appraisal system. Performance appraisal has progressively become a part of a more strategic approach to desegregation hour activities and business policies and will currently be seen as a generic term covering a variety of activities through that organizations obtain to assess workers and develop their ability, enhance performance and distribute rewards. The purpose of this study was to look at the performance appraisal. To obtain results, descriptive statistics techniques are applied to data collected from 50 respondents. The recommendations were provided supported the analysis finding and analysis. An analysis of previous performance is practiced by the overwhelming majority of recruits annually. The management of performance level is that the total of performance appraisal systems. This is never-ending and interactive method designed to inspire workers, and check their capability with the most motive to facilitate productivity. The performance management systems involve various activities which are much more than simply reviewing what an employee has done. This research paper is all about understanding the need of performance management systems, ways in which performance appraisals can be constructed, the occurrence of potential problems, benefits which could be availed and the information of the progress.*

**Keywords:** *Performance Appraisal, Methods of Performance Appraisal*

## I. INTRODUCTION

Performance appraisal is described as the procedure of evaluating the performance and progress of an employee or a group of employees on given role and their capabilities for future development. It contains of all traditional process which are used in working organization and capabilities of employees.

Performance appraisal is a formal system of assessing the behaviour of employees in the given position, normally including both the quantitative and qualitative features of their job performance. Performance here refers to the degree of the tasks that make up an individuals job. Appraisal is the assessment of the worth and quality of excellence. It is the assessment of current execution and next level potentials.

### A. *Methods of Performance Appraisal*

#### 1) *Traditional Methods*

- a) Ranking Method
- b) Paired Comparison Method
- c) Grading Method
- d) Forced Distribution Method
- e) Forced Choice Method
- f) Check List Method
- g) Critical Incidents Method
- h) Graphic Scale Method
- i) Essay Method
- j) Field Review Method
- k) Confidential Report

#### 2) *Modern Methods*

- a) MANAGEMENT BY OBJECTIVE
- b) BEHAVIOURALLY ANCHORED SCALING METHOD
- c) 360-DEGREE APPRAISAL
- d) COST ACCOUNTING METHOD

**B. Objectives Of The Study**

- 1) To understand the effectiveness of performance appraisal system with reference to Telangana Foods.
- 2) To analyse the techniques or methods adopted by the company to appraise the human power.
- 3) To know the employee attitude and perception about performance appraisal system.

**II. RESEARCH METHODOLOGY**

- 1) *Research Type:* The research type is Analytical
- 2) *Scope:* The study will be conducted with respect to performance appraisal system existing in the organization which is useful to know the strength and weakness of appraisal as well as employees.
- 3) *Need:* The need of the study is to know the impact of the performance appraisal system on employee performance.
- 4) *Data Collection:* Data is collected from both primary and secondary sources
  - a) Primary data through personal visit of employees of Telangana with a structured questionnaire.
  - b) Secondary data is collected from online web sites, journals, books
- 5) *Sample Design and Type*
  - a) *Sampling Type:* Type of sampling chosen is “random sampling” as the selection of items is selected randomly and constitutes the sample.
  - b) *Sampling Plan*
    - i) *Sample Area:* Employees of Telangana foods.
    - ii) *Sample Size:* 100 employees

**III. REVIEW OF LITERATURE**

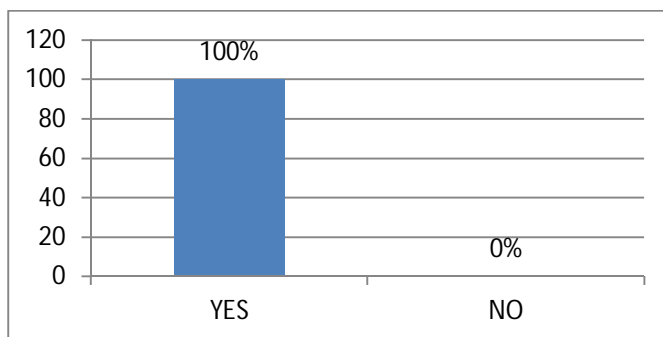
Neeti and Santosh .C (2015)<sup>1</sup> considered that employees have good skill of performance appraisal and have a positive attitude towards it as their promotion is purely based on performance appraisal and the ratings help to fix increments. Throughout the course of study advices came from the employees for the want of counseling.

Michael Pitt (2013)<sup>2</sup> highlighted on the actual fact that Performance management could be a necessary half to check the performance and quality of properties. This paper determined the recent standards and performance of maintenance management system by finding out high-rise personal workplace buildings.

**A. Analysis**

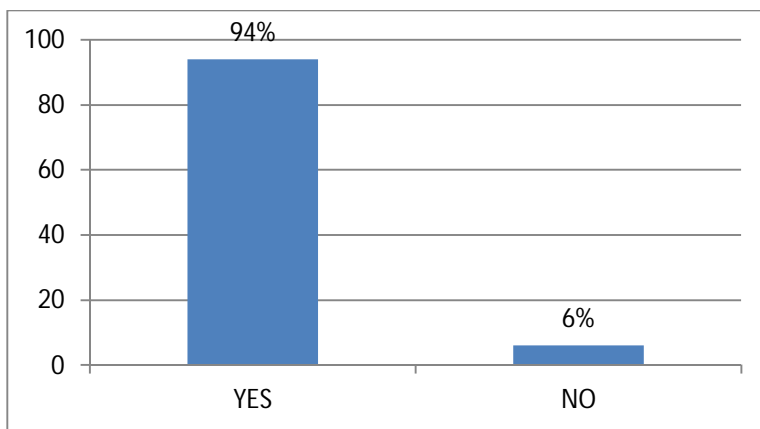
- 1) *Performance Appraisal Helps To Set And Achieve Meaningful Goals*

S.NO	VARIABLES	RESPONDENTS	PERCENTAGE
1	YES	100	100%
2	NO	0	0%
	TOTAL	100	100%



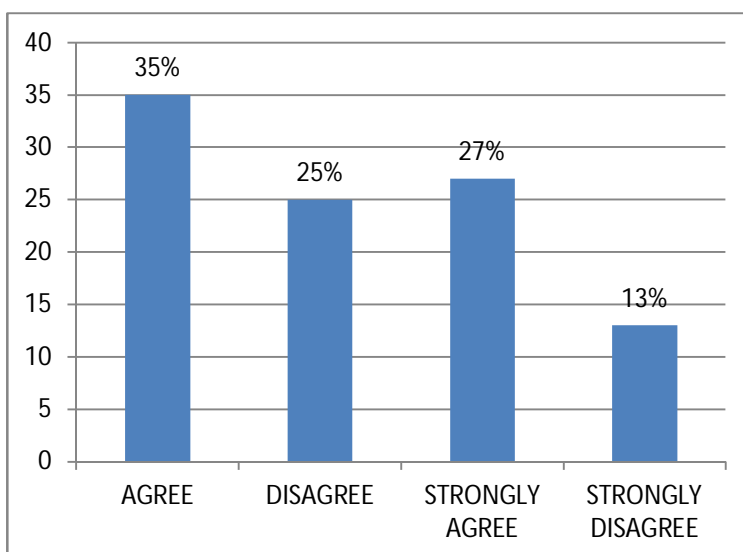
2) Performance Appraisal Improves Efficiency Of Employee

S.NO	VARIABLES	NO OF RESPONDANTS	PERCENTAGE
1	YES	94	94%
2	NO	6	6%
	TOTAL	100	100%



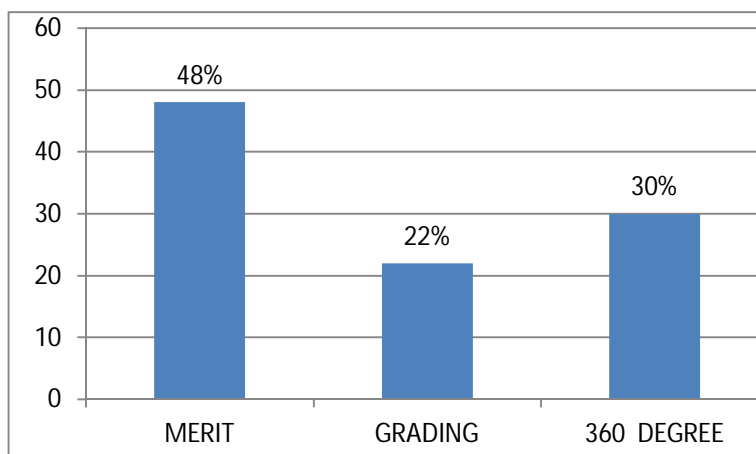
3) Performance Appraisal Helps To Change Behaviour Of Employees

S.NO.	VARIABLES	NO OF RESPONDANTS	PERCENTAGE
1	AGREE	35	35%
2	DISAGREE	25	25%
3	STRONGLY AGREE	27	27%
4	STRONGLY DISAGREE	13	13%
	TOTAL	100	100%



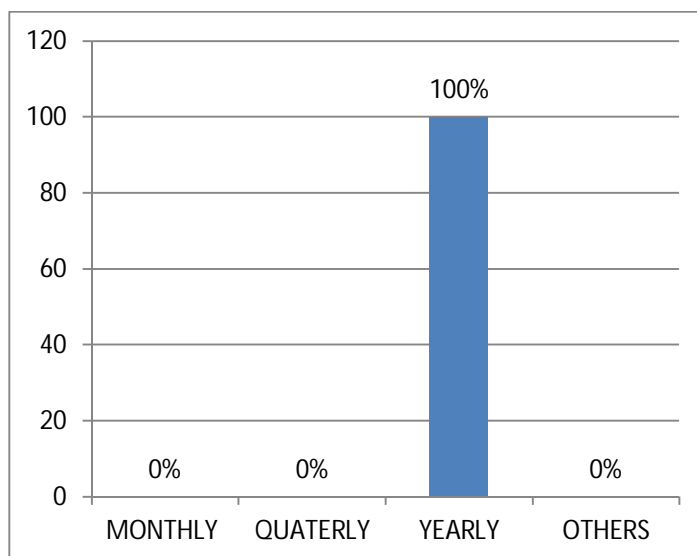
4) Implementation Of Appraisal Method In The Organization

S.NO.	VARIABLES	RESPONDANTS	PERCENTAGE
1	MERIT	48	48%
2	GRADING	22	22%
3	360 DEGREE	30	30%
	TOTAL	100	100%



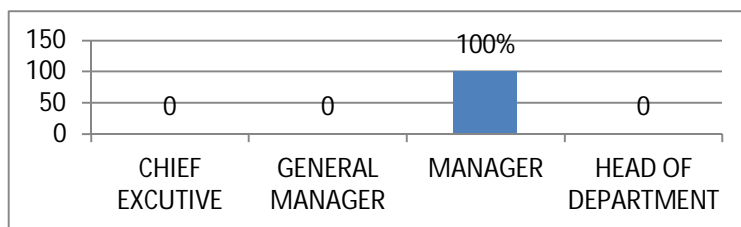
5) Performance Appraisal Conduct In The Organization

S.NO	VARIABLES	NO OF RESPONDENTS	PERCENTAGE
1	MONTHLY	0	0%
2	QUATERLY	0	0%
3	YEARLY	100	100%
4	OTHERS	0	0%
	TOTAL	100	100%



6) *Appraising The Employee Performance*

S.NO.	VARIABLES	NO.OF RESPONDANTS	PERCENTAGE
1	CHIEF EXECUTIVE	0	0%
2	GENERAL MANAGER	0	0%
3	MANAGER	100	100%
4	HEAD OF THE DEPARTMENT	0	0%
	TOTAL	100	100%



**B. Findings**

- 1) Most of the employees are saying that performance appraisal is helps to set and achieve meaningful goals .
- 2) 94% of the employees are said that Performance appraisal improves efficiency of employee
- 3) Most of the employees saying that after appraising their performance they get motivated towards their work
- 4) Performance appraisal is conducted yearly in Telangana foods
- 5) Their performance is appraised by managers.

**IV. CONCLUSION**

Performance appraisal is use in organizations, companies, banks for administrative purposes, such as making promotions and determining salaries, bonuses and incentives. However the companies have increasingly stressed the use of employee evaluations for motivational and organizational planning purposes. Indeed for many performance appraisal has become an important tool for maximizing the effectiveness of all aspects of the organizations from top level to lower level worker. Performance appraisal will be done at a particular time like annually, half yearly or quarterly which is based upon the size of the company, and occasionally essential of the supervisors to decide the time of performance appraisal of their staff. Many of the organizations are insisting employee appraisal should be a continuous process and should not be limited to a formal review once a year.

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