

College of Creative Industry  
Performance Appraisal for Support Staff for Academics

**Instruction:** Please provide information asked below at your best. This appraisal is to learn opinions regarding your work performance, with a purpose to enhance your performance development according to mission and vision of the college.

Please identify level of individual performance	The lowest	Little	Average	A lot	The highest	N/A
<b>1. Knowledge</b> <ul style="list-style-type: none"> <li>● Knowledge in curriculum management</li> <li>● Knowledge in project/activity management</li> <li>● Knowledge in general administration and correspondence work</li> </ul>						
<b>2. Attitude</b> <ul style="list-style-type: none"> <li>● Determination in getting the job done as assigned</li> <li>● Work dedication at his/her maximization</li> </ul>						
<b>3. Skills</b> <ul style="list-style-type: none"> <li>● Coordination</li> <li>● Computer and/or technology literacy</li> <li>● Communication</li> </ul>						
<b>Creating innovation</b> Example of innovation.....						
<b>Being creative</b> Example of being creative .....						
<b>Being flexibility</b>						
<b>Unity</b>						
<b>Working proactively</b>						

**Section 2: Opinions on success and/or performance development**

1. Whether he/she has been involved in success and/or development of the program.

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2. Whether he/she has been involved in success and/or development of the college.

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3. The extent to which the individual being appraised should work or perform in order to help the program or the college achieve its goals and objectives

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**Section 3: Please provide definition of the following terms according to your understanding:**

1. Global brand

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2. Entrepreneurship

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3. Teaching ability

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4. Partnership with organizations/industry

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5. Hi-valued products

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