**Class:  BUS310080VA016-1202-001:Human Resource Management**

**Assignment:  Imagine you work at a company and it is time for an employee named Jim’s annual review. While he was a model employee the first nine (9) months of the year, recently Jim has been coming in late. It has not been just a few minutes each day, either. It is starting to cause problems in the production line. In this assignment, write a one (1) page summary of your conversation with Jim. How will you address his recent performance issues while still praising him for his previous nine (9) months of good work? Your goal is to balance the negative and positive feedback so that Jim will leave motivated to do his best.**

**Notes:**

Assignment 2: Annual Review  
  
Due Week 7 and worth 150 points  
  
Imagine you work at a company and it is time for an employee named Jim’s annual review. While he was a model employee the first nine (9) months of the year, recently Jim has been coming in late. It has not been just a few minutes each day, either. It is starting to cause problems in the production line. In this assignment, write a summary of how you would approach your conversation with Jim. How will you address his recent performance issues while still praising him for his previous nine (9) months of good work? Your goal is to balance the negative and positive feedback so that Jim will leave motivated to do his best. This assignment should focus on your goals for the conversation, and which employee relations approaches you will use to address the situation .  
  
You will create and submit your assignment by using ecree. Just start writing. Your work will be saved automatically. You’ll see some feedback on the right-hand side of the screen, including text and videos to help guide you in the writing process. When you’re ready, you can turn in your assignment by clicking “Submit” at the bottom of the page.  
  
Write a five to seven (5-7) paragraph paper in which you:  
  
Explain how you will address Jim’s recent performance issues.  
  
Suggest both constructive and positive feedback designed so that Jim will leave motivated to do his best.  
  
Format your assignment according to the following formatting requirements:  
  
This course requires use of new Strayer Writing Standards (SWS). The format is different than other Strayer University courses. Please take a moment to review the SWS documentation for details.  
  
Include at least 1 reference to support your paper.