

Chapter 3: Setup and Configuration of Performance Management

Setting up the **Performance Management** module is a crucial step that lays the groundwork for its effective use. In this chapter, we'll walk you through the setup process, including pre-setup checklists and step-by-step configuration guidelines. Additionally, you'll learn how to integrate this module with other systems, such as career and succession planning, competency analysis, or training.

Whether you're implementing this module for the first time or refining your setup, this chapter provides the tools and knowledge to ensure your implementation is smooth, efficient, and tailored to your organisation's unique needs.

- [Prerequisites for this Module](#)
- [Performance Management Implementation Guide](#)

Prerequisites for this Module

Some configuration and setup should be done before implementing the **Performance Management** module.

- The **People Management** module should be configured and set up.
 - Users should be able to **log in** to the system and update their passwords.
 - Complete and review the Performance Manager **reporting lines**.
 - Ensure administrators, managers, and employees have been provided with the appropriate **access rights**.
- The email server should be set up if the default Signify email server is not used for **notifications**. This is demonstrated in the [Ruleset Setup](#) guide.



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Performance Management Implementation Guide

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