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[**Microsoft Word Performance Review Templates: 10 Great Templates You NEED to See!**](https://teamflect.com/blog/performance-management/microsoft-word-performance-review-template)

**Marketing Team Monthly Performance Review**

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| **Marketing Team Monthly Performance Review** |
| **Adele Vance:** Retail Manager |   | **Reviewer:** Miriam Graham**Review Period:** **Self-review submitted on: Review Due:Finalize Due:**  |
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| A performance review is a formal assessment in which the employee and manager evaluates employee's work performance, identifies strength and weaknesses, offers feedback, and sets goals for future performance. |
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| **1. Marketing Team Monthly Review Questions** |
| **Q1:** What are the most important metrics you're tracking this month? |
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| **Adele's answers** | **Miriam's answers** |
| Lorem ipsum | Lorem ipsum |
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| **Q2:** What are your top three priorities this month and how are they going to help you achieve your goal? |
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| **Adele's answers** | **Miriam's answers** |
| Lorem ipsum | Lorem ipsum |
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| **Q5:** What's working particularly well or not well for your team right now? |
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| **Adele's answers** | **Miriam's answers** |
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| **Q4:** What you have done differently this month to drive better results? What new initiatives do you plan to try next month? |
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| **Adele's answers** | **Miriam's answers** |
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| **Q5:** What do you understand to be the current, primary goals for our marketing team as a whole? |
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| **Adele's answers** | **Miriam's answers** |
| Lorem ipsum | Lorem ipsum |
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| **Q6:** What do you think the marketing team should do differently to better position ourselves to meet our goals? |
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| **Adele's answers** | **Miriam's answers** |
| Lorem ipsum | Lorem ipsum |
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| **Q7:** What can managers do to help you? |
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| **Adele's answers** | **Miriam's answers** |
| Lorem ipsum | Lorem ipsum |
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| **2. Goal Oriented Questions** |
| **Q1:** What goals from the last assessment have you achieved? |
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| **Adele's answers** | **Miriam's answers** |
| Lorem ipsum | Lorem ipsum |
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| **Q1:** What professionals goals from the last review period were not accomplished and why? |
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| **Adele's answers** | **Miriam's answers** |
| Lorem ipsum | Lorem ipsum |
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| **Q1:** What are your goals for the coming year and what actions will you take to accomplish these goals? |
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| **Adele's answers** | **Miriam's answers** |
| Lorem ipsum | Lorem ipsum |
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| **Rating of this employee (Miriam's answers) (Between 1-10)** |
|   | **Rating** |   | **Weighted Average** |
| **Cultural fit** | 6.5 |   | 7.125 |
| **Onboarding speed** | 8 |   |
| **Quality of work** | 7 |   |
| **Communication** | 7 |   |
| **Overall Comments** |
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| **EmployeeSignature** |   | **ReviewerSignature** |   | **Date** |