



## Self Appraisal Questions

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1. How well do I communicate my needs to my colleagues and project leaders? Do I ask questions when I am not sure of the correct procedure?
2. Do I have a positive working relationship with my supervisor and colleagues?
3. Do I let my supervisor know about problems I am unable to deal with effectively or correct in a timely manner?
4. Do I have an enthusiastic work attitude?
5. How well do I interact with colleagues in my work area?
6. Am I open-minded when it comes to changes?
7. How well do I work with others (including customers)?
8. Do I plan my workday and organize my duties so deadlines are met?
9. How do I contribute to the team effort in my department?
10. What are my major accomplishments for the past year?
11. In what areas of my job do I need to improve? What additional experience and training would be helpful?
12. In what ways can my supervisor help me to do my job better?
13. What are my work-related goals for next year?
14. How do I contribute to the overall mission and goals of the department?
15. How do I contribute to the overall mission and goals of the University?