Manager Adds Work Environment and Physical Demands

This guide focuses on adding work environment and physical demands in step 1 of the performance plan process.
Access Performance Management by using your Texas State Net ID and password to logon to this site:

www.hr.txstate.edu/performance-management/login.html
In addition to completing the goals and job duties section, managers will need to add working environment and physical demands. This task will show up in the managers “To Do” tile.

Please note Managers will not need to add competencies and behaviors since the system automatically includes them into every employee’s performance plan.
Contacts

Email: performancemgmt@txstate.edu
Phone: 512.245.2557.

This information is available in alternate format upon request from the Office of Disability Services.