

THE 100

Building Blocks for
Business Leadership

D11

Check-In Questions

TOM SALONEK

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How to Use this Download

- Customize this form to match your working environment
- Mix-up the people who are doing the check-in. We have the Intertech recruiting director do the 60- day check-in and the direct manager do the 30- and 90-day checkins

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Check-in-Questions

1. Is the job what you expected?
2. What are we doing well?
3. What more can we do to assist in making you successful?
4. Any questions about Key Result Areas (your personal goals) for the firm?
5. Is there anything you want to discuss that hasn't been brought up so far?

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