

Manage Evaluations for Supervisors

Last Modified on 10/22/2022 10:11 am CDT

PATH: *Staff Evaluations > Evaluation Inquiry*

PATH: *Human Resources > Personnel > Staff Evaluations > Evaluation Inquiry (HR-enabled)*

As an administrator, you can complete the following tasks for supervisors that report to you:

- [Generate Evaluations for Supervisors to Use](#)
- [Print a Status Report \(Evaluation Inquiry Summary\)](#)
- [View and Print a Completed Evaluation from Evaluation Inquiry](#)

Evaluation Inquiry

+ Generate Templates 🖨 Print Results

Search Parameters
[Hide Details](#)

<p>Supervisor(s)</p> <div style="border: 1px solid #ccc; padding: 2px;"> <p>All</p> <p style="background-color: #e0e0e0;">Davis, Nancy</p> <p>Folk, Darran</p> <p>Jefferson, Thomas</p> <p>Richter, Richard</p> <p>Roosevelt, Mr.</p> </div> <p>(CTRL-click to select multiple)</p> <p><input type="button" value="Search"/></p>	<p>Evaluation Status</p> <div style="border: 1px solid #ccc; padding: 2px;"> <p>All</p> <p>Evaluator Action</p> <p>Staff Action</p> <p>Draft</p> <p>Reflection</p> <p>Evaluator Review</p> </div> <p>(CTRL-click to select multiple)</p>	<p>Evaluation Type</p> <p>All <input type="button" value="v"/></p> <p>Evaluation Period</p> <p>All <input type="button" value="v"/></p> <p>Location</p> <p>All <input type="button" value="v"/></p>	<p>Active Assignments Only</p> <p><input checked="" type="checkbox"/></p>
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Results
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Supervisors						
	Staff Number	Name		Start Date	End Date	Action
-	P000123	Davis, Nancy				Evaluator Action
+	12341	Becker, Michael	High School Teacher	03/06/2008		Evaluator Action
+	11783	Moore, Julie	Elementary School Teacher	08/01/2006		Evaluator Action
+	10724	Allen, David	High School Teacher	08/01/2011		Evaluator Action
+	10378	King, Brenda	Elementary School Teacher	08/01/2006		Evaluator Action
+	10235	Miller, Barb	Elementary School Teacher	08/01/2006		Evaluator Action
+	010703	Lifellearn, Ellen	High School Teacher	09/09/2013		Evaluator Action