

Rating Scales

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Staff Evaluations will no longer be available after June 30th, 2025. For more information, visit the [Human Resources and Staff Evaluation Deprecation FAQ](#).

Tool Search: Rating Scales

Rating scales are used to measure the level of an employee's performance and displays as a dropdown list on the evaluation.

You can only associate one Rating Scale with each [Category](#). However, you can define unique code definitions when setting up [Categories](#), [Elements](#) and [Sub-Elements](#). See the [Add Categories to the Category Bank](#) article for more information.

You may associate multiple Rating Scales with a single [Evaluation Period](#).

Rating Scales		
Code	Description	Period
COMM	Communication	FALL 13
EFFECT	Effectiveness	FALL 13
LEAD	Leadership	FALL 13
PLAN	Planning	FALL 13
PROF	Professionalism	FALL 13
EFFECT	Effectiveness	FALL14
EFFECT	Effectiveness	SPR 14
MN-Ratings	MN Rating Scale	SPR 14
MN2	MN Rating Scale 2	SPR 14
PROF	Professionalism	SPR 14
EFFECT	Effectiveness	SUM 13
EFFECT	Effectiveness	WINT 13
PLAN	Planning	WINT 13
PROF	Professionalism	WINT 13
EFFECT	Effectiveness	WINT14
PLAN	Planning	WINT14
PROF	Professionalism	WINT14

Edit Rating Scale	
Code	*Evaluation Period
COMM	FALL 13: 10/01/2013 -
*Description Communication	
Ratings (drag to sort from highest to lowest)	
*Code	*Description
VP	Very Poor
P	Poor
G	Good
VG	Very Good
Add Rating	