FUSion GraphiX

Managing Performance and Warnings

Approx. word count: 150 – 200 words

- *Students need to read the information provided in the link and discuss ideas on how to manage performance.*

- *Students' words will vary but they will need to refer to the section below in order to explain the importance of giving an employee a chance to fix performance issues:*

There is no general rule that an employer has to give an employee 3 warnings, or even 1 warning, before ending their employment, but an employer should usually give the employee a chance to fix any performance issues. If an employer fires an employee who then makes an unfair dismissal claim, the Fair Work Commission ⧉ will usually take this into consideration.

Strengths and Value added to the team

Approx. word count: 80 – 100 words

▶ Students will need to list Miranda's strengths found in the case study in Assessment 2.

Sample answer:

- Schedule projects and define budget constraints
- Prepare rough drafts and present ideas
- Work with copywriters and graphic design manager to produce the final design
- Test graphics across various media
- Amend designs after feedback
- Ensure final graphics and layouts are visually appealing and on-brand

▶ Students will need to explain the value that Miranda added to the team as described in the Case Study in Assessment 2.

Sample answer:

Miranda is especially great with scheduling projects and defining budget constraints as she had a certificate IV in accounting, and she is exceptional at managing budgets. This is a very valuable addition to our team as neither I nor Michael has expertise in this field.
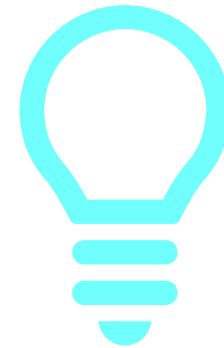
Conclusion and recommendations

Approx. word count: 80 – 100 words

Students need to insert their conclusion. Their words will vary but their answer needs to suggest that they believe that Miranda adds value to the team.

Students need to insert their recommendations here. Their words will vary but their answers need to suggest that Miranda should be given an opportunity to fix the performance issues.