# Feedback, Appraisal and Performance Review Writing for Managers

Corporate Communications

## Course Overview

Feedback, Appraisal and Performance Review Writing for Managers: a 5-day professional training course from LTC Consultants, delivered in-classroom across...

## What You Will Achieve

- Explain the core principles and current good practice in Feedback, Appraisal and Performance Review Writing for Managers
- Apply practical tools and techniques for Feedback, Appraisal and Performance Review Writing for Managers in your own organisation
- Analyse real-world scenarios and select the right approach with confidence
- Avoid the common pitfalls that undermine Feedback, Appraisal and Performance Review Writing for Managers in practice
- Build a personal action plan to implement what you have learned

## Who Should Attend

Directors, senior managers, heads of department, team leaders and high-potential professionals preparing for greater leadership responsibility.

## Course Outline

1. Foundations of Feedback, Appraisal and Performance Review Writing for Managers: principles, terminology and context
2. The business case: why Feedback, Appraisal and Performance Review Writing for Managers matters to performance
3. Core tools, frameworks and methods
4. Applying the tools: guided case study and exercises
5. Common pitfalls and how experienced practitioners avoid them
6. Working with stakeholders: communication and influence
7. Measuring results and continuous improvement
8. Personal action planning and course review

## Upcoming Dates and Fees

| DATES | VENUE | FEE (PER DELEGATE) |
|---|---|---|
| 2 to 6 Nov 2026 | Harare | **$1,395** |
| 23 to 27 Nov 2026 | Cairo | **$1,550** |
| 7 to 11 Dec 2026 | Windhoek | **$1,650** |

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Every delegate receives a Certificate of Attendance. Group and in-house rates available on request.