30-60-90 DAY TRACKER

EMPLOYEE 30-60-90 DAY TRACKER

| EMPLOYEE NAME: | | HIRE DATE: | |
| JOB TITLE: | | DEPARTMENT: | |

	ONBOARDING	STATUS	DATE COMPLETED	COMMENTS
30 Day	**Onboarding and Training** Attend the new employee orientation session and training programs to familiarize with the company goals, mission, vision, culture, values, policies and practices.	Completed	7/10/2024	
	Introduction to the team Schedule meeting with team members, colleagues and the departments to establish working relationships, collaboration and introduction to their roles.	Completed	7/10/2024	
	Role Familiarization Immerse and dive deep into understanding and gain insights to the specific job responsibilities, tasks, deliverables and outputs.	Completed	7/10/2024	
	Train on the Systems and Technologies Obtain trainings and orientation with the software systems, tools, and technologies commonly used in the role.	Completed	7/10/2024	
	Goal Setting Schedule goal-setting meeting with the manager to set specific and measurable goals for the first 90 days.	In Progress		
	Align these goals with the team and company objectives to ensure successful results and outputs.	In Progress		
60 Day	**Project Engagement** Actively engage and participate in ongoing projects and initiatives. Contribute the gained knowledge, skills, and perspectives to add value and make a positive impact.	Not Started		
	Skills and Capabilities Enhancement Identify any skill gaps or areas for improvement in the role and define a training-based action document or training plan in pre-related trainings and certifications to upskill.	In Progress		
	Relationship Building Strengthen relationships with your colleagues, internal and external stakeholders and cross-functional teams.	Not Started		
	Proactively engage in collaboration and discussions.	Not Started		
	60-Day Performance Evaluation Schedule a performance assessment session with the manager to discuss role status, review in progress, receive feedback, and make any necessary adjustment to the goals.	Not Started		
	Working Independently Proactively demonstrate the skills and ability to work independently.	Not Started		
	Set a goal and handle tasks and projects with minimal supervision from manager while maintaining high quality standards.	Not Started		

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SHIKHAR SINGH (THE ZENITH)

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Informative Writing, Teacher Guide, Grades 9-12 PCG Education,2016-06-02 Informative Writing Paths to College and Career Jossey Bass and Public Consulting Group Inc PCG are proud to bring the Paths to College and Career English Language Arts ELA curriculum and professional development resources for grades 6 12 to educators across the country Originally developed for EngageNY and written with a focus on the shifts in instructional practice and student experiences the standards require Paths to College and Career includes daily lesson plans guiding questions recommended texts scaffolding strategies and other classroom resources The Paths Writing Units Argument Writing Informative Writing and Narrative Writing complement the full instructional program and can also be used independently providing in depth writing instruction to support all students in grades 9 12 in meeting grade level standards To emphasize the relationship between reading and writing each Writing Unit includes accessible model texts that exemplify key elements of each text type and source texts that provide a topic for the unit writing assignment Individual lessons guide students through the writing process providing instruction on grammar and conventions and highlighting collaboration and reflection as key elements of effective writing Students final essays are assessed using a checklist developed by the class over the course of the unit The organization and distinctive content of the model and source texts in each unit afford teachers the flexibility to implement each unit independently of the others and at any point during the curriculum For example a unit may be implemented to assess students writing prior to implementation of the standard curriculum to scaffold writing instruction leading into a writing assessment or to support struggling writers by addressing gaps in skills as demonstrated in previous assessments The Paths Writing Units provide teachers with invaluable opportunities to engage students as active participants in their own learning at every stage of the writing process and to customize instruction to meet the varying needs of all students ABOUT PUBLIC CONSULTING GROUP Public Consulting Group works with schools districts and state education agencies to build their capacity for instructional and programmatic improvements We provide curriculum development coaching professional development and technical assistance services Our work alongside educators and policy makers ensures effective implementation of both the Common Core State Standards and state specific standards for college and career readiness As the creators of the Paths ELA curriculum for grades 6 12 PCG provides a professional learning program that ensures the success of the curriculum The program includes Nationally recognized professional development from an organization that has been immersed in the new standards since their inception Blended learning experiences for teachers and leaders that enrich and extend the learning A train the trainer program that builds capacity and provides resources and individual support for embedded leaders and coaches   *The Podcaster's Audio Guide* Jay Cockburn,2022-01-31 The Podcaster s Audio Guide is a concise introduction to simple sound engineering techniques for podcasters This digestible guide explains the basics of audio engineering from equipment to recording editing mixing and publishing Suitable for beginners from all

backgrounds including students and hobbyists as well as professional content producers looking to experiment with podcasts The Podcaster s Audio Guide is the perfect resource with cheat sheets starting set ups and a comprehensive jargon buster

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Guide is the most comprehensive way to plan your summer s Proms visiting watching and listening The BBC Proms is the world s biggest and longest running classical music festival and features many of the greatest artists and orchestras from the UK and around the world in over 80 concerts at the Royal Albert Hall and Cadogan Hall There are also daily free Proms Plus talks workshops performances and family events

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