THE UNIVERSITY OF ALABAMA AT BIRMINGHAM
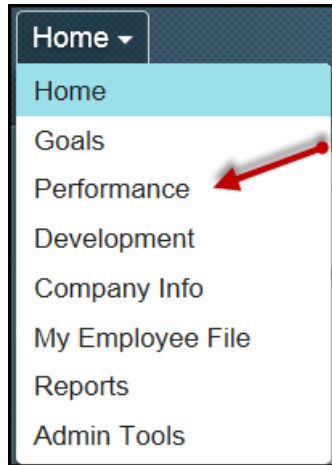Knowledge that will change your world

Introduction to Stack Ranker

Stack Ranker offers managers the ability to see how their direct reports rank against each other for each competency measured in the performance form. Using a graphic representation, a manager can see the ranking of each direct report.
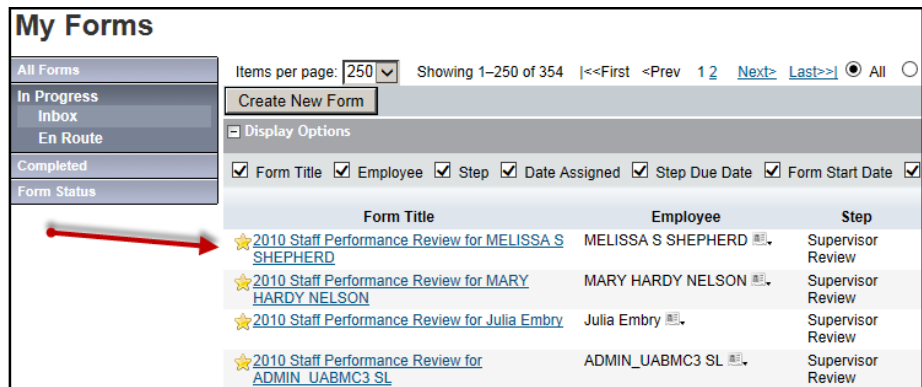
Initiating Stack Ranker

Begin by navigating to the Performance screen **Home ▾** > Performance .

It is through Performance that you can access Stack Ranker. This page will be the starting point for your work with Performance.
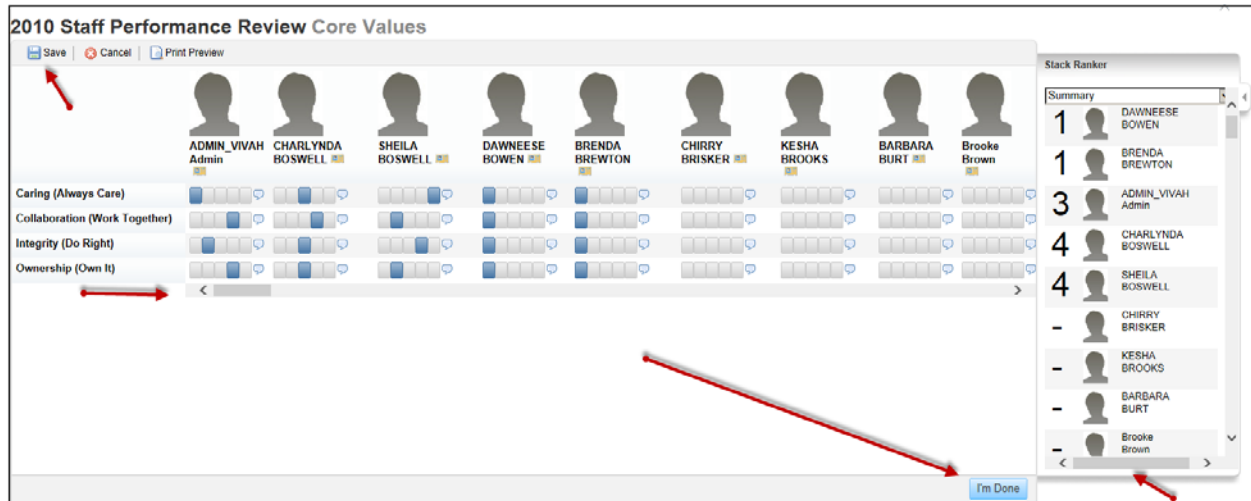
Performance Review

1) Once the forms have been launched they will appear on your, "My Forms" page.

- A. Select a direct report and click on the link to see their performance review form

- B. The Stack Ranker option is available for both the Core Values and Job Responsibilities sections. As they are separate, you will need to access the Stack Ranker from each section to rank all elements.

- C. Select Stack Ranker

THE UNIVERSITY OF
ALABAMA AT BIRMINGHAM
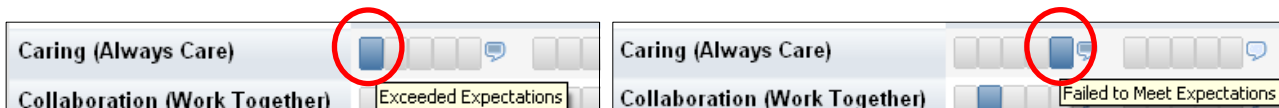Knowledge that will change your world
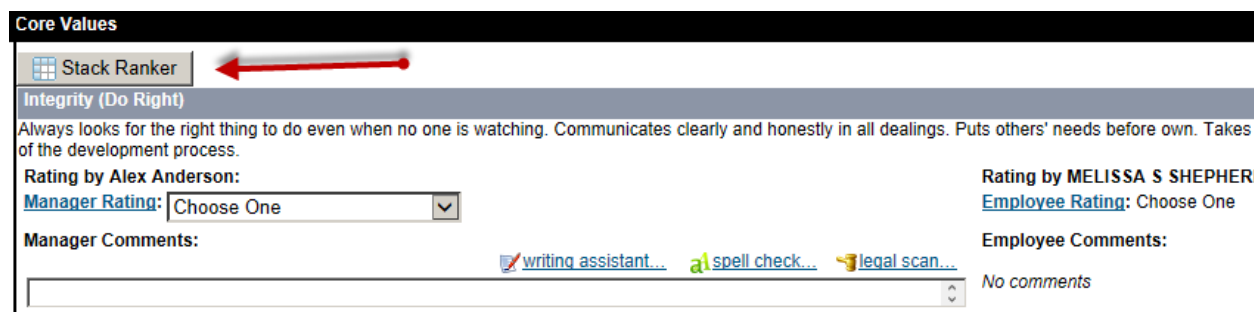
Performance Grading

Note: each staff member is ranked against their peers however ties can and do occur. Scroll across to see the performance ratings of all direct reports.

The box to the far left is "Exceeded Expectations" and the box to the far right is "Failed to Meet Expectations".

Use both scroll bars to view all the ratings of your direct reports.

When you have completed viewing the ranking, click on the [I'm Done] box to return to the Performance Review page.