



## **Performance Evaluation Deadline Tuesday April 30th**

As a reminder, close of business tomorrow, *Tuesday, April 30<sup>th</sup>*, is the *deadline for completing and submitting your performance evaluations* in the Human Capital Management (HCM) system. Whether you are an employee completing an administrative, athletic, or staff evaluation, we have <u>Quick Reference</u> <u>Guides</u> available to assist you in this process. If you are a supervisor, please see the <u>Performance</u> Evaluation Quick Reference Guides for Supervisors.

If you have additional questions, please contact the Help Desk at <a href="mailto:userhelp@uwyo.edu">userhelp@uwyo.edu</a> or 307-766-4357, Option #1 for technical difficulties or Jesse Begin at <a href="mailto:jbegin@uwyo.edu">jbegin@uwyo.edu</a>.

## Resources

- HR Website
- Employee Handbook
- WyoCloud Home

## **Contact Information**

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