

<t.wiser>

Wokr

MANAGER USER GUIDE



Login



You can log in to Wokr via your e-mail and password.

Login with Microsoft



You can log in to Wokr via the “Continue with Microsoft” option.

DASHBOARD

The screenshot displays the Wokr dashboard interface. At the top left, the 'Wokr' logo is visible, and a search bar contains 'Search in Wokr'. The user's name, 'Leo Grayson', is shown in the top right corner. The dashboard is divided into several sections:

- My Status:** A donut chart shows the user's OKR status: 2 OKR in Progress, 0 Completed OKR, 0 Behind OKR, 0 OKR in Risk, and 1 Dropped OKR. Summary cards show: OKR Progress Ratio (%0 → %35), OKR Updates (1), KR Progress Count (0), and KR Updates (0). Filter buttons for 'Weekly' and 'Monthly' are present.
- Departmental Status:** A dropdown menu is set to 'Sales and Business'.
- OKR Status:** A donut chart shows the department's OKR status: 24 OKR in Progress, 4 Completed OKR, 1 Behind OKR, 2 OKR in Risk, and 4 Dropped OKR. Summary cards show: OKR Progress Ratio (%0 → %51), OKR Updates (14), KR Progress Count (7), and KR Updates (9).
- Team Success State:** Shows 'Team Members (3 Person)' with three profile icons and a progress bar at 100%.
- Notifications:** A list of notifications including: 'One to One Period: Your Responding Time is Arrived!', 'Collective Objective Parent Assigned', 'Catherine Johnson invited you to a Team OKR', 'Objective Suggestion Request', 'Claudia Cooper invited you to a Team OKR', and 'Amber Jordan invited you to a Team OKR'.

When you log in to Wokr, Dashboard opens. Through this screen, employees can see their OKR and related departments' OKR situation. These graphs can be filtered weekly or monthly. You can select the department in the department selection section. On the upper left side, you can track the upcoming periods. On the bottom, you can see notifications.

DASHBOARD

The dashboard features a blue sidebar with the 'Wokr' logo and a 'Dashboard' menu. The main content area is divided into three sections: 'OKR Status', 'Team Success State', and 'Notifications'. The 'OKR Status' section includes a donut chart and a table of OKR counts. The 'Team Success State' section shows a line graph for two team members, Celine Toms and Leo Grayson, with their avatars listed above. The 'Notifications' section on the right contains a list of recent alerts, including one about responding time and several team OKR invitations.

OKR Status

In Progress OKR	23
Completed OKR	4
Behind OKR	1
Risky OKR	2
Dropped OKR	4

OKR Progress Ratio: %49 → %52

OKR Updates: 3

KR Progress Count: 1

KR Updates: 2

Team Success State

Team Member: Catherine Johnson (Team Members 2/5)

Legend: Celine Toms (Green), Leo Grayson (Blue)

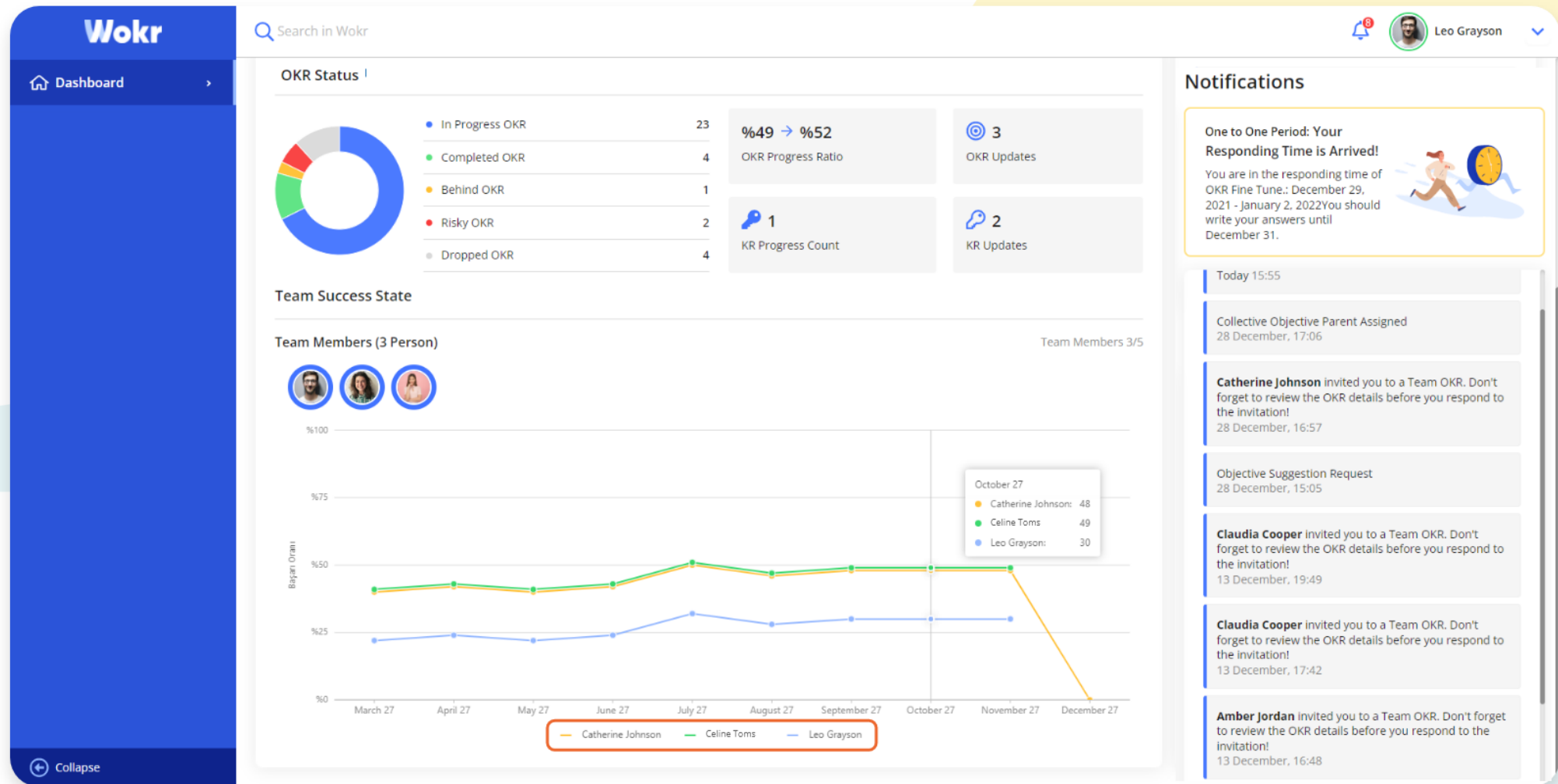
Month	Celine Toms (%)	Leo Grayson (%)
March 27	42	22
April 27	44	24
May 27	42	22
June 27	44	24
July 27	50	32
August 27	46	28
September 27	48	30
October 27	48	30
November 27	48	30

Notifications

- One to One Period: Your Responding Time is Arrived!**
You are in the responding time of OKR Fine Tune.: December 29, 2021 - January 2, 2022. You should write your answers until December 31.
- Today 15:55
- Collective Objective Parent Assigned
28 December, 17:06
- Catherine Johnson invited you to a Team OKR. Don't forget to review the OKR details before you respond to the invitation!
28 December, 16:57
- Objective Suggestion Request
28 December, 15:05
- Claudia Cooper invited you to a Team OKR. Don't forget to review the OKR details before you respond to the invitation!
13 December, 19:49
- Claudia Cooper invited you to a Team OKR. Don't forget to review the OKR details before you respond to the invitation!
13 December, 17:42
- Amber Jordan invited you to a Team OKR. Don't forget to review the OKR details before you respond to the invitation!
13 December, 16:48

The individual success state of the employees can be observed from the success graph at the bottom of the Dashboard page. You can select by clicking on the avatars of the employees whose success rate you want to examine. You can remove the success rate of the employee from the graph by clicking on the avatars again.

DASHBOARD



Each color represents an individual on the success graph. You can see data forming the success rate by hovering over the graph.

DASHBOARD

The screenshot displays the Wokr dashboard interface. At the top left, the 'Wokr' logo is visible. A search bar labeled 'Search in Wokr' is highlighted with a red box. The user's name 'Leo Grayson' and a bell icon for notifications are in the top right corner. The main content area is divided into three sections: 'My Status', 'Department Status', and 'Team Success State'. Each section features a donut chart and a table of metrics. A notifications dropdown menu is open on the right, showing a list of notifications with a 'Mark all as read' link at the top.

My Status

In Progress OKR	2
Completed OKR	0
Behind OKR	0
Risky OKR	0
Dropped OKR	1

OKR Progress Ratio: %32 → %38

KR Progress Count: 1

OKR Updates: 3

KR Updates: 2

Department Status

OKR Status

In Progress OKR	23
Completed OKR	4
Behind OKR	1
Risky OKR	2
Dropped OKR	4

OKR Progress Ratio: %49 → %52

KR Progress Count: 1

OKR Updates: 3

KR Updates: 2

Team Success State

Team Members (3 Person)

Team Members 3/5

Notifications:

- Objective 1 December, 14:06: Claudia Cope created a new objective
- Collective OKR 1 December, 12:33: Elena Smith invited you to a Team OKR. Don't forget to review the OKR details before you respond to the invitation!
- Collective OKR 30 November, 14:15: Elena Smith invited you to a Team OKR. Don't forget to review the OKR details before you respond to the invitation!
- Collective OKR 18 November, 13:45: Elena Smith invited you to a Team OKR. Don't forget to review the OKR details before you respond to the invitation!
- Collective OKR 12 November, 13:59: Elena Smith invited you to a Team OKR. Don't forget to review the OKR details before you respond to the invitation!
- Elena Smith invited you to a Team OKR. Don't forget to review the OKR details before you respond to the invitation! 12 November, 13:59
- Catherine Johnson The status of a Team OKR, where is its CAPTAIN, has been updated as 'Canceled'. You can contact the captain to get detailed information. 4 November, 12:15
- Catherine Johnson The status of a Team OKR, where is its CAPTAIN, has been updated as 'Canceled'. You can contact the captain to get detailed information. 1 November, 10:47

You can search by typing the name on the search section and reach the related person's OKRs. When you click the bell icon heading on the left of the avatar, you can see notifications. Notifications can be set as read by clicking "Mark All as Read".

DASHBOARD

The screenshot displays the Wokr dashboard interface. At the top left, the 'Wokr' logo is visible, and a search bar contains the text 'Search in Wokr'. The user's name, 'Leo Grayson', is shown in the top right corner, along with a notification bell icon and a profile icon. A navigation menu on the left side includes a 'Dashboard' link with a right-pointing arrow. The main content area is divided into three sections: 'My Status', 'Department Status', and 'Notifications'. The 'My Status' section features a donut chart and a table of OKR statuses: In Progress OKR (2), Completed OKR (0), Behind OKR (0), Risky OKR (0), and Dropped OKR (1). It also shows progress metrics: OKR Progress Ratio (%32 to %38), OKR Updates (3), KR Progress Count (1), and KR Updates (2). The 'Department Status' section follows a similar layout with 23 In Progress OKR, 4 Completed OKR, 1 Behind OKR, 2 Risky OKR, and 4 Dropped OKR. The 'Notifications' section on the right lists several messages from 'Elena Smith' and 'Catherine Johnson' regarding OKR updates and team status changes. A user profile dropdown menu is open on the right, showing options for Profile, Language Selection, and Logout. A 'Collapse' button is located at the bottom left of the dashboard.

Wokr Search in Wokr

Leo Grayson

Dashboard

My Status

Weekly Monthly

In Progress OKR	2
Completed OKR	0
Behind OKR	0
Risky OKR	0
Dropped OKR	1

%32 → %38
OKR Progress Ratio

3
OKR Updates

1
KR Progress Count

2
KR Updates

Department Status

OKR Status

In Progress OKR	23
Completed OKR	4
Behind OKR	1
Risky OKR	2
Dropped OKR	4

%49 → %52
OKR Progress Ratio

3
OKR Updates

1
KR Progress Count

2
KR Updates

Team Success State

Team Members (3 Person) Team Members 3/5

100%

Notifications

Elena Smith created a new c
1 December, 14:06

Elena Smith invited you to a Team OKR. Don't forget to review the OKR details before you respond to the invitation!
1 December, 12:33

Elena Smith invited you to a Team OKR. Don't forget to review the OKR details before you respond to the invitation!
30 November, 14:15

Elena Smith invited you to a Team OKR. Don't forget to review the OKR details before you respond to the invitation!
18 November, 13:45

Elena Smith invited you to a Team OKR. Don't forget to review the OKR details before you respond to the invitation!
12 November, 13:59

Catherine Johnson The status of a Team OKR, where is its CAPTAIN, has been updated as 'Canceled'. You can contact the captain to get detailed information.
4 November, 12:15

Catherine Johnson The status of a Team OKR, where is its CAPTAIN, has been updated as 'Canceled'. You can contact the captain to get detailed information.
1 November, 10:47

Profile
Language Selection
Logout

Collapse

By clicking the arrow heading on the upper left of the screen, you can see your profile, select the language, or log out of Wokr.

PROFILE

The screenshot displays the Wokr profile interface. At the top left, the 'Wokr' logo is visible above a 'Dashboard' navigation link. The main header area contains the user's profile: Leo Grayson, Sales & Business Development Director. To the right, there are sections for 'Manager' (Elif Köken, Manager) and 'Peer Members (4)' (a group of four avatars). Further right is a 'Team Members (2)' section with two avatars. A 'Close' button is located at the top right of this header area. Below the header, the 'My OKRs' section is shown, featuring a progress indicator of %34. The OKRs are categorized into three groups: 'In Progress (2/5)', 'Completed (0)', and 'Cancelled (1)'. The 'In Progress' group contains two items: 'Extending the scope of customer and partner networks' (32% progress, created 13 Oct 2021) and 'Sustainable growth of the Sales Portfolio' (43% progress, created 1 Nov 2021). Each item has an 'In Progress' status button and a dropdown arrow. The 'Completed' and 'Cancelled' groups also have dropdown arrows. A 'Collapse' button is located at the bottom left of the profile card.

By clicking the profile, you can see your own OKRs. By clicking the individual avatars, you can reach the OKRs of the manager, team or teammates.

OKR – My OKR's

The screenshot displays the Wokr application interface. On the left, a blue sidebar contains the 'Wokr' logo and a menu with 'OKR' and 'My OKRs' (the latter is highlighted with an orange border). The main content area is titled 'My OKRs' and includes a search bar, a user profile for 'Leo Grayson', and a progress indicator for 'OKR Progression Percentage' at %34. The 'In Progress (2/5)' section lists two OKRs: 'Extending the scope of customer and partner networks' (32% progress) and 'Sustainable growth of the Sales Portfolio' (43% progress). A '+ Add OKR' button is highlighted with a red border. Below this are sections for 'Completed (0)' and 'Cancelled (1)'. A 'Collapse' button is visible at the bottom of the sidebar.

By clicking the “My OKRs” in the left menu under the “OKR”, you can reach your OKRs. To add a new OKR, you need to click the “+ Add OKR” button on the OKR screen.

OKR – My OKR's

The screenshot displays the 'Wokr' application interface for 'My OKRs'. On the left is a blue sidebar with 'OKR' and 'My OKRs' options, and a 'Collapse' button at the bottom. The main area features a search bar, a user profile for 'Leo Grayson', and a progress indicator for 'OKR Progression Percentage' at 34%. Below this is a section for 'In Progress (2/5)' OKRs, which includes a form to 'Add New OKR'. The form has a 'Choose Category' dropdown, a 'Hide the OKR' checkbox, and a text input field. A 'Continue' button is active when the text field is filled. Below the form are two existing OKRs: 'Extending the scope of customer and partner networks' (32% progress) and 'Sustainable growth of the Sales Portfolio' (43% progress). At the bottom, there are sections for 'Completed (0)' and 'Cancelled (1)' OKRs.

From the "Choose Category" section, you can choose the OKR category. You need to enter the OKR text in the "Add New OKR" section. If it is necessary, OKR can be hidden by clicking "Hide the OKR". Hidden OKR can be seen only by the OKR owner and the manager, not by anyone else. When the blanks are filled, the "Continue" button becomes active, and OKR can be created by clicking it..

OKR – My OKR's

The screenshot displays the 'Wokr' application interface for 'My OKRs'. The top navigation bar includes the 'Wokr' logo, a search bar, and the user profile 'Leo Grayson'. The main content area is titled 'My OKRs' and shows an 'OKR Progression Percentage' of 34%. The 'In Progress (2/5)' section contains a form to add a new OKR and a list of existing OKRs. The form includes a 'Choose Category' dropdown, an 'Add New OKR' button, a 'Hide the OKR' checkbox, and an 'OKR Weightness' input field. The 'OKR Weightness' field is highlighted with a red box and contains the value '1/2'. The 'OKR Weightness' field is followed by a text input field with a placeholder: 'Briefly describe the OKR objective. You must enter at least 10 characters. Example: Hit company global sales target of \$100 Million in Sales.' The form also includes 'Cancel' and 'Continue' buttons. The list of existing OKRs shows two items: 'Extending the scope of customer and partner networks' (1/2 weight, 25% progress) and 'Sustainable growth of the Sales Portfolio' (1/2 weight, 43% progress). The 'Completed (0)' and 'Cancelled (1)' sections are also visible.

You can enter OKR weight to the “OKR Weight” section. Entered OKR weight is observed like on the screen.

OKR – My OKR's

The screenshot displays the Wokr application interface for managing OKRs. The top navigation bar includes the Wokr logo, a search bar, and the user profile for Leo Grayson. The main content area is titled "My OKRs" and shows a progress percentage of 38%. Below this, there are three sections: "In Progress (2/5)", "Completed (0)", and "Cancelled (1)". The "In Progress" section contains two OKR cards. The first card, "Extending the scope of customer and partner networks", is highlighted with a red box around its context menu. The context menu offers options to change the status to "In Progress" (selected), "Behind", or "Risky", as well as "Completed", "Cancelled", "Hide the OKR", "Edit", and "Delete". The second card, "Increasing partner network satisfaction to 70%", shows a progress bar and a "Show all" link. The third card, "Sustainable growth of the Sales Portfolio", is also visible. The left sidebar shows the "OKR" menu and "My OKRs" section.

You can specify the OKR status by clicking the three dots on the OKR Card. "In progress", "behind" or "risky" status can be selected. When OKR progress is completed, you can make it completed or abandon it from OKR. OKR privacy is editable. While the OKR is in the editing period, the text can be edited or deleted.

OKR – My OKR's

The screenshot displays the 'My OKRs' dashboard in the Wokr application. The interface includes a search bar at the top, a user profile for Leo Grayson, and a progress indicator for 'OKR Progression Percentage' at 34%. The main content area is divided into sections for 'In Progress (2/5)' and 'Completed (0)'. The 'In Progress' section features a 'Team' dropdown menu, which is highlighted with a red box. Below the dropdown is a search field for adding team members and a 'Hide the OKR' checkbox. A yellow warning message states: 'It may be helpful to get in touch with your friends before creating the team. So that, the invitation will not be a surprise to anyone.' There is also an 'Add New OKR' button with a character count of 350 and a note: 'Briefly describe the Objective. You must enter at least 10 characters.' The 'In Progress' section lists two OKRs: 'Extending the scope of customer and partner networks' (32% progress) and 'Increasing partner network satisfaction to 70%' (64% progress). The 'Completed' section is currently empty.

By selecting “Collective” from OKR Categories, you can create Collective OKR.

OKR – My OKR's

The screenshot shows the Wokr application interface. The top navigation bar includes the Wokr logo, a search bar, and the user profile of Leo Grayson. The main content area is titled 'My OKRs' and shows a progress percentage of 34%. The 'In Progress (2/5)' section contains a search panel for adding team members. The search panel shows a list of team mates with their names, roles, and OKR progress. The table below is as follows:

	Team Mates	Live OKR / Limit
<input checked="" type="checkbox"/>	Elen Taylor Software Engineer	5/5
<input type="checkbox"/>	Elara Berg Software Engineer	4/5
<input type="checkbox"/>	Kacey Ewing Sales Executive	3/5
<input type="checkbox"/>	Willis Sparrow Sales Manager	5/5
<input type="checkbox"/>	Rohit Beltran Software Engineer	3/5

The person to be included in the team is searched from searching panel. Related employees can be added to the Collective OKR team.

OKR – My OKR's

The screenshot displays the Wokr application interface for managing OKRs. The top navigation bar includes the Wokr logo, a search bar, and the user profile for Leo Grayson. The main content area is titled "My OKRs" and shows a progress percentage of 34%. Under the "In Progress (2/5)" section, two OKRs are listed:

- Extending the scope of customer and partner networks** (32% progress, created 13 Oct 2021, 15:33)
- Sustainable growth of the Sales Portfolio** (43% progress, created 1 Nov 2021, 15:33)

The second OKR, "Sustainable growth of the Sales Portfolio", is expanded to show a team management section. It identifies Leo Grayson as the "Captain" and lists four team members. A "Manage Team" button is highlighted with a red box, indicating the next step in the process.

Below this, the "In Progress (3/5)" section lists three key results for the selected OKR:

- Developing a sales strategy for foreign holdings** (60% progress, created a month ago)
- Creating synergies between the sales team and the product development team** (40% progress, created a month ago)
- Developing a sales strategy specific to different product functions** (30% progress, created a month ago)

Each key result includes a progress slider, a percentage value, a refresh icon, and a "More" dropdown menu. A "Show all" link at the bottom indicates 0 completed and 0 cancelled items.

After creating the Collective OKR team, by clicking the “Manage Team” button, you can make changes to the people in the team.

OKR – My OKR's

The screenshot displays the Wokr application interface. On the left is a dark blue sidebar with the Wokr logo and navigation options for 'OKR' and 'My OKRs'. The main content area is titled 'My OKRs' and shows a list of objectives. Two objectives are highlighted: 'Extending the scope of customer and partner networks' (32% complete) and 'Sustainable growth of the Sales Portfolio' (43% complete). The second objective is assigned to Leo Grayson as the Captain and has a 'Manage Team' button. A 'Manage Team' modal is open on the right, showing Leo Grayson as the current Captain with a 'Change Captain' button. Below this is a search bar for adding team members, followed by a list of team members: Rohit Beltran (Software Engineer), Celine Toms (Software Engineer), Willis Sparrow (Sales Manager), and Elen Taylor (Sales Executive).

By clicking the “Change Captain” button on the opening page, you can change the team captain. You can invite the related people through the search panel to make them join the team.

OKR – My OKR's

Wokr Search in Wokr Leo Grayson

My OKR's OKR Progression Percentage **%38**

Pending Invitation

%0 **Hit company global sales target of \$100 Million in Sales.** **Reject** **Join**
Catherine Johnson – Created at : 27 Jan 2022, 19:50

Captain **Show Team**
Catherine Johnson

In Progress (1/5)

Achieve 100% year-to-year sales growth in the EMEA geography.
a few seconds ago Catherine Johnson Key result is created

Show all (0 Completed,0 Cancelled)

In Progress (2/5) **+ Add OKR**

%32 **Extending the scope of customer and partner networks** **In Progress**
Created at : 13 Oct 2021, 15:33

%43 **Sustainable growth of the Sales Portfolio** **In Progress**
Leo Grayson – Created at : 1 Nov 2021, 15:33

Completed (0)

Incoming OKR invitations for collective OKR will appear in the “Pending Invitation” section at the top of the screen. You can see the details by clicking on the OKR card. You accept the OKR by clicking the "Join" button.

OKR – My OKR's

The screenshot displays the Wokr application interface for managing OKRs. The top navigation bar includes the Wokr logo, a search bar, and the user profile for Leo Grayson. The main content area is titled "My OKRs" and shows an overall "OKR Progression Percentage" of 19%. A section for "In Progress (4/5)" OKRs is highlighted, containing a list of OKRs and a form to add a new key result. The form includes a text input field, a character count of 250, and "Cancel" and "Continue" buttons. The list of OKRs includes:

- In Progress (4/5)** (Total: 4/5)
 - In Progress (0/5)** (Total: 0/5)
 - In Progress (4/5)** (Total: 4/5)
 - %0** **Increase the company average deal size by 30% (with upsells)** (Created at: 27 Jan 2022, 19:52) [In Progress]
 - %0** **Hit company global sales target of \$100 Million in Sales.** (Catherine Johnson - Created at: 27 Jan 2022, 19:50) [In Progress]
 - %32** **Extending the scope of customer and partner networks** (Created at: 13 Oct 2021, 15:33) [In Progress]
 - %43** **Sustainable growth of the Sales Portfolio** (Leo Grayson - Created at: 1 Nov 2021, 15:33) [In Progress]

The "Completed (0)" section is also visible at the bottom.

Clicking "+ Add Key Result" opens a new KR section. You enter the Key Result in the section and save it by clicking the "Continue" button.

OKR – My OKR's

The screenshot displays the Wokr application interface for managing OKRs. The top navigation bar includes the Wokr logo, a search bar, and the user profile for Leo Grayson. The main content area is titled "My OKRs" and shows an overall OKR Progression Percentage of 19%. There are two sections: "In Progress (4/5)" and "Completed (0)".

The "In Progress (4/5)" section contains a list of OKRs:

- OKR 1:** "Increase the company average deal size by 30% (with upsells)" created by Leo Grayson on 27 Jan 2022. It has a 0% completion rate and is currently in progress.
- OKR 2:** "Hit company global sales target of \$100 Million in Sales." created by Catherine Johnson on 27 Jan 2022. It has a 0% completion rate and is in progress.
- OKR 3:** "Extending the scope of customer and partner networks" created on 13 Oct 2021. It has a 32% completion rate and is in progress.
- OKR 4:** "Sustainable growth of the Sales Portfolio" created by Leo Grayson on 1 Nov 2021. It has a 43% completion rate and is in progress.

Below the list, there is a form to add a new key result. The form includes a text input field for the key result description, a "KR Weightness" field (highlighted with a red box), and "Cancel" and "Continue" buttons. A character count of 250 is shown next to the input field. A note below the input field states: "Briefly describe the Key Result. You must enter at least 10 characters. Example: Including 10 new customers to the portfolio until May."

You can enter the KR weight in the “KR Weight” section.

OKR – My OKR's

The screenshot displays the Wokr application interface for managing OKRs. The top navigation bar includes the Wokr logo, a search bar, and the user profile for Leo Grayson. The main content area is titled "My OKRs" and shows an overall "OKR Progression Percentage" of 19%. A section for "In Progress (4/5)" OKRs is visible, with a list of existing OKRs and a form to add a new one. The form includes a text input for the key result description, a dropdown menu for target selection (currently set to "Increasing"), and three input fields for "Minimum Target", "Target", and "Maximum Target". A "Continue" button is highlighted in blue, indicating the next step in the process.

Wokr Search in Wokr Leo Grayson

My OKRs OKR Progression Percentage %19

In Progress (4/5) + Add OKR

%0 Increase the company average deal size by 30% (with upsells)
Created at : 27 Jan 2022, 19:52 In Progress

In Progress (0/5) + Add Key Result

Add new key result... (250)

Briefly describe the Key Result. You must enter at least 10 characters. Example: "Including 10 new customers to portfolio until May."

Increasing Minimum Target Target Maximum Target Cancel Continue

Increasing ✓ Show all (0 Completed, 0 Cancelled)

Decreasing

%0 Hit company global sales target of \$100 Million in Sales.
Catherine Johnson - Created at : 27 Jan 2022, 19:50 In Progress

%32 Extending the scope of customer and partner networks
Created at : 13 Oct 2021, 15:33 In Progress

%43 Sustainable growth of the Sales Portfolio
Leo Grayson - Created at : 1 Nov 2021, 15:33 In Progress

Completed (0)

After making the KR Target selection, you can continue by entering the values “Minimum Target”, “Target”, and “Maximum Target.”

OKR – My OKR's

The screenshot displays the 'Wokr' application interface for 'My OKRs'. The top navigation bar includes the 'Wokr' logo, a search bar, and the user profile 'Leo Grayson'. The main content area is titled 'My OKRs' and shows an overall 'OKR Progression Percentage' of 25%. The interface is divided into sections for 'In Progress (3/5)', 'Completed (0)', and 'Cancelled (1)'. The 'In Progress' section contains three OKR items:

- 'Hit company global sales target of \$100 Million in Sales.' (0% progress)
- 'Extending the scope of customer and partner networks' (32% progress)
- 'Increasing partner network satisfaction to 70%' (72% progress)

The third OKR, 'Increasing partner network satisfaction to 70%', is currently being edited. A progress slider is set to 72%, and a text input field below it contains '%64-%72 Add description'. A tooltip above the slider shows the current value of 72%. The form also includes a '250' character limit indicator, 'Cancel', and 'Continue' buttons. A note below the input field reads: 'Please enter a description of at least 10 characters about the update you are doing.' A history entry shows a previous update: 'a month ago Leo Grayson %50 - %64 example description More'. A 'Show all (1 Completed, 0 Cancelled)' link is visible at the bottom of the 'In Progress' section.

Key Result progress can be made by entering the data to the created Key Result in the “In progress” section. When progress is made, you enter a description and click the “Continue” button.

OKR – My OKR's

The screenshot displays the Wokr application interface for managing OKRs. The top navigation bar includes the Wokr logo, a search bar, and the user profile for Leo Grayson. The main content area is titled 'My OKRs' and shows an overall 'OKR Progression Percentage' of 25%. Below this, there are three sections of OKRs:

- In Progress (3/5)**: Contains three OKRs. The first is 'Hit company global sales target of \$100 Million in Sales' by Catherine Johnson. The second is 'Extending the scope of customer and partner networks' by Leo Grayson, which is currently at 32% completion. The third is 'Sustainable growth of the Sales Portfolio' by Leo Grayson, at 43% completion.
- In Progress (1/5)**: Contains one OKR: 'Increasing partner network satisfaction to 70%' by Leo Grayson, currently at 64% completion. A context menu is open for this OKR, showing options: 'Completed', 'Cancelled', 'Add Note' (highlighted with a red box), 'Edit', and 'Delete'.

At the bottom, there are sections for 'Completed (0)' and 'Cancelled (1)' OKRs. A 'Collapse' button is visible in the bottom left corner of the sidebar.

By clicking the three dots in the Key Results, you can change the Key Result status. You can add a note by clicking the “+ Add Note” button.

OKR – My OKR's

The screenshot displays the Wokr application interface for managing OKRs. The top navigation bar includes the Wokr logo, a search bar, and the user profile for Leo Grayson. The main content area is titled 'My OKRs' and shows a progress percentage of 25%. A list of OKRs is displayed, with the following details:

- In Progress (3/5)**
 - %0** Hit company global sales target of \$100 Million in Sales. Catherine Johnson - Created at : 27 Jan 2022, 19:50
 - %32** Extending the scope of customer and partner networks. Created at : 13 Oct 2021, 15:33
- In Progress (1/5)**
 - %64** Increasing partner network satisfaction to 70%. This OKR is currently being edited. It features a progress slider, a '250' character count, and a '250' limit indicator. The 'Add Note' section is highlighted with a red box, and the 'Continue' button is also highlighted with a red box.
- %43** Sustainable growth of the Sales Portfolio. Leo Grayson - Created at : 1 Nov 2021, 15:33

At the bottom, there are sections for 'Completed (0)' and 'Cancelled (1)'. A 'Collapse' button is visible in the bottom left corner of the sidebar.

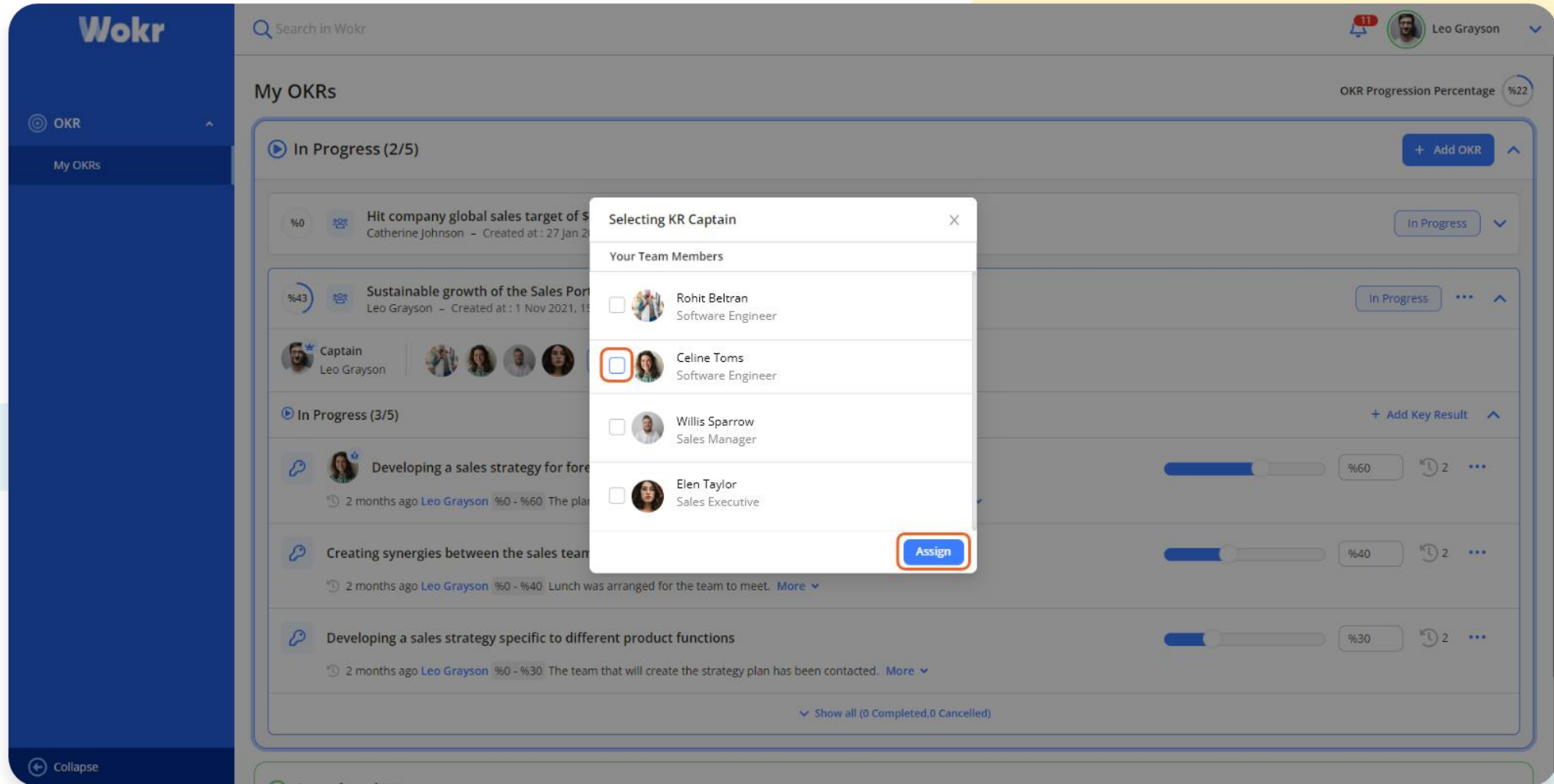
You save it by clicking the “Continue” button after entering the KR text to the “Add Note” section.

OKR – My OKR's

The screenshot shows the Wokr interface for 'My OKR's'. The top navigation bar includes the Wokr logo, a search bar, and the user profile 'Leo Grayson'. The main content area is titled 'My OKR's' and shows an overall 'OKR Progression Percentage' of 22%. There are two main sections: 'In Progress (2/5)' and 'In Progress (3/5)'. The first section contains two OKRs: 'Hit company global sales target of \$100 Million in Sales.' and 'Sustainable growth of the Sales Portfolio'. The second section contains three OKRs: 'Developing a sales strategy for foreign holdings', 'Creating synergies between the sales team and the product development team', and 'Developing a sales strategy specific to different product functions'. A context menu is open over the first OKR in the second section, with the 'Selecting KR Captain' option highlighted in a red box. The menu also includes options for 'Completed', 'Cancelled', 'Add Note', 'Edit', and 'Delete'. A 'Manage Team' button is visible for the 'Sustainable growth of the Sales Portfolio' OKR.

You can assign the captain to the KR of the Collective OKR by clicking the “Selecting KR Captain.” In this way, the related captain can track the KR progress.

OKR – My OKR's



When the "Selecting KR Caption" screen opens, you select the related employee from the team. By clicking the "Assign" button, you assign the captain.

OKR – My OKR's

The screenshot shows the Wokr application interface for 'My OKRs'. The top navigation bar includes the Wokr logo, a search bar, and the user profile 'Leo Grayson'. The main content area is titled 'My OKRs' and shows an overall 'OKR Progression Percentage' of 14%. The interface is divided into sections for 'In Progress (3/5)', 'Completed (0)', and 'Cancelled (1)'. A context menu is open over a key result, with the 'Suggest as OKR' option highlighted in a red box. The context menu options are: Completed, Cancelled, Add Note, Suggest as OKR, Edit, and Delete.

Wokr Search in Wokr Leo Grayson

My OKRs OKR Progression Percentage %14

In Progress (3/5) + Add OKR

- %0** Delight our company customers. Created at : 27 Jan 2022, 20:04 In Progress
- In Progress (1/5)** + Add Key Result
 - %0** Interview 20 customers per month and get feedback a few seconds ago Leo Grayson Key result is created
 - Completed
 - Cancelled
 - Add Note
 - Suggest as OKR**
 - Edit
 - Delete
- %0** Hit company global sales target of \$100 Million in Sales. Catherine Johnson - Created at : 27 Jan 2022, 19:50
- %43** Sustainable growth of the Sales Portfolio Leo Grayson - Created at : 1 Nov 2021, 15:33

Completed (0)

Cancelled (1)

Collapse

By clicking the “Suggest as OKR”, you can suggest the Key Result to another employee as an OKR.

OKR – My OKR's

The screenshot shows the Wokr application interface. On the left is a blue sidebar with the Wokr logo and navigation options for 'OKR' and 'My OKR's'. The main area displays 'My OKR's' with a search bar and a list of OKRs categorized by status: 'In Progress (3/5)', 'Completed (0)', and 'Cancelled (1)'. The 'In Progress' section includes OKRs like 'Delight our company customers' and 'Interview 20 customers per month and get feedback'. A 'Suggest as OKR' modal is open on the right, showing a search for 'Catherine Johnson' and a list of employees with checkboxes to select them. Catherine Johnson is selected, and an 'Invite' button is visible.

Wokr Search in Wokr

My OKR's

In Progress (3/5)

- %0** **Delight our company customers.**
Created at : 27 Jan 2022, 20:04
- In Progress (1/5)**
 - Interview 20 customers per month and get feedback**
2 minutes ago Leo Grayson Key result is created

[Show all \(0 Completed, 0 Cancelled\)](#)

%0 **Hit company global sales target of \$100 Million in Sales.**
Catherine Johnson - Created at : 27 Jan 2022, 19:50

%43 **Sustainable growth of the Sales Portfolio**
Leo Grayson - Created at : 1 Nov 2021, 15:33

Completed (0)

Cancelled (1)

Suggest as OKR Close x

Stakeholders

Catherine Johnson x

Employees Live OKR / Limit

- Cahit Beltran
Software Engineer
- Cales Green
Software Engineer
- Catherine Johnson
Marketing Director @ Satış Grup Müdürlüğü

Invite

When the “Suggest As OKR” screen opens, you can continue by selecting the employee who you want to suggest KR. The person invited falls into the “Pending Invitation” category.

OKR – OKR'larım

The screenshot displays the Wokr application interface for managing OKRs. The top navigation bar includes the Wokr logo, a search bar, and the user profile of Catherine Johnson. The main content area is titled "My OKRs" and shows an overall "OKR Progression Percentage" of 37%. The interface is divided into several sections:

- Pending Invitation:** A section with a yellow border containing one invitation: "Interview 20 customers per month and get feedback" by Manager: Leo Grayson. It has a progress indicator of 0% and buttons for "Reject" and "Join".
- In Progress (3/5):** A section with a blue border containing an editing form for an OKR. The form has a dropdown menu set to "Individual" and a text input field containing "Interview 20 customers per month and get feedback". Below the input is a note: "Briefly describe the OKR objective. You must enter at least 10 characters. Example: To take the customer satisfaction to the next level." There are "Cancel" and "Continue" buttons. Below the form are three existing OKRs:
 - "Hit company global sales target of \$100 Million in Sales." by Catherine Johnson, created at 27 Jan 2022, 19:50, with an "In Progress" status.
 - "Creating new lead channels." created at 25 Oct 2021, 15:33, with a 78% progress indicator and an "In Progress" status.
 - "Strategic business partnerships and Business development activities" created at 23 Oct 2021, 15:33, with a 33% progress indicator and an "In Progress" status.
- Completed (0):** A section with a green border, currently empty.
- Cancelled (1):** A section with a grey border, currently empty.

When you have an OKR suggestion, the invitation is observed like on the screen. By clicking the "Join" button, the OKR editing section comes up. You can't change the OKR text but edit the OKR type. When you click the "Continue" button, you create the OKR.

OKR – My OKR's

The screenshot displays the Wokr application interface. On the left is a blue sidebar with the 'Wokr' logo and navigation options for 'OKR' and 'My OKRs'. The main content area is titled 'My OKRs' and features a search bar at the top. Below this, there are three sections of OKRs:

- In Progress (3/5):** Contains two OKRs:
 - 'Delight our company customers.' (0% progress, created 27 Jan 2022, 20:04)
 - 'Interview 20 customers per month and get feedback' (1/5 progress, created 5 minutes ago by Leo Grayson)
- In Progress (1/5):** Contains one OKR:
 - 'Hit company global sales target of \$100 Million in Sales.' (0% progress, created 27 Jan 2022, 19:50 by Catherine Johnson)
- Completed (0):** No OKRs listed.
- Cancelled (1):** No OKRs listed.

A 'Suggest as OKR' modal is open on the right side. It includes a search bar for stakeholders and a list of suggestions. The first suggestion is for Catherine Johnson, Marketing Director. A red box highlights the 'Reflect the Key Result progress.' button, which is currently disabled. A note below the button states: 'Key Result progress can only be reflected when recommended as OKR to 1 person.'

When the employee accepts the invitation, the employee becomes a stakeholder of the KR. You can link the KR by clicking the "Reflect Key Result progress" button. The Key Result progress can only be reflected when recommended as OKR to one person. When more than one person is suggested, the link is broken and progress cannot be reflected.

OKR – My OKR's

The screenshot shows the Wokr application interface for 'My OKRs'. The top navigation bar includes the Wokr logo, a search bar, and the user profile 'Leo Grayson'. The main content area is titled 'My OKRs' and shows an overall 'OKR Progression Percentage' of 14%. There are three main sections: 'In Progress (3/5)', 'Completed (0)', and 'Cancelled (1)'. The 'In Progress' section contains three OKR items. The first is 'Delight our company customers.' with 0% progress. The second is 'Interview 20 customers per month and get feedback' with 0% progress; this OKR has a linked Key Result icon and a progress bar that is currently empty. The third is 'Hit company global sales target of \$100 Million in Sales.' with 0% progress. The 'Completed' section is empty, and the 'Cancelled' section contains one item.

When KR is linked, it is observed like on the screen. When the “Reflect the KR Progress” option is active, the OKR owner can’t progress. Only the person who accepted the OKR suggestion invitation can make KR progress.

OKR – My OKR's

The screenshot displays the Wokr application interface for 'My OKRs'. The top navigation bar includes the Wokr logo, a search bar, and the user profile 'Leo Grayson'. The main content area is titled 'My OKRs' and shows an overall 'OKR Progression Percentage' of 14%. The interface is divided into sections for 'In Progress (3/5)', 'Completed (0)', and 'Cancelled (1)'. A context menu is open over a key result, listing options: Completed, Cancelled, Add Note, Suggest as Kr (highlighted with a red box), Edit, and Delete.

Wokr Search in Wokr Leo Grayson

My OKRs OKR Progression Percentage %14

In Progress (3/5) + Add OKR

- %0** Delight our company customers. Created at : 27 Jan 2022, 20:04 In Progress
- In Progress (1/5)** + Add Key Result
 - %0** Interview 20 customers per month and get feedback a few seconds ago Leo Grayson Key result is created. Show all (0 Completed, 0 Cancelled)
- %0** Hit company global sales target of \$100 Million in Sales. Catherine Johnson - Created at : 27 Jan 2022, 19:50
- %43** Sustainable growth of the Sales Portfolio Leo Grayson - Created at : 1 Nov 2021, 15:33

Completed (0)

Cancelled (1)

Collapse

- Completed
- Cancelled
- Add Note
- Suggest as Kr**
- Edit
- Delete

By clicking the “Suggest as KR” option, you can suggest the Key Result to another employee.

OKR – My OKR's

The screenshot shows the Wokr application interface. On the left is a blue sidebar with the Wokr logo and navigation options for OKR and My OKR's. The main area displays 'My OKR's' with a search bar and filters for 'In Progress (3/5)', 'Completed (0)', and 'Cancelled (1)'. A modal titled 'Suggest as Kr' is open on the right, showing the current KR Owner (Leo Grayson) and Captain (Leo Grayson). A search bar in the modal contains 'Catherine Johnson' and 'ca'. Below the search bar, a list of employees is shown, with Catherine Johnson selected and an 'Invite' button next to her name.

Wokr

Search in Wokr

My OKR's

In Progress (3/5)

- %0** Delight our company customers. Created at : 27 Jan 2022, 20:04
- In Progress (1/5)**
 - Interview 20 customers per month and get feedback
 - a few seconds ago Leo Grayson Key result is created

Show all (0 Completed, 0 Cancelled)

- %0** Hit company global sales target of \$100 Million in Sales. Catherine Johnson - Created at : 27 Jan 2022, 19:50
- %43** Sustainable growth of the Sales Portfolio Leo Grayson - Created at : 1 Nov 2021, 15:33

Completed (0)

Cancelled (1)

Suggest as Kr Close x

KR Owner

Leo Grayson
Sales & Business Development Director @ Teknoloji Direktörlüğü

Captain

Leo Grayson
Sales & Business Development Director @ Te... [Change Captain](#)

Stakeholders

Catherine Johnson x ca

Employees Live OKR / Limit

- Cahit Beltran
Software Engineer
- Cales Green
Software Engineer
- Catherine Johnson
Marketing Director @ Satış Grup Müdürlüğü

[Invite](#)

When the Suggest as KR screen is opened, you continue by selecting the employee who wants to suggest KR. The person invited falls into the "Pending Invitation" category.

OKR – My OKR's

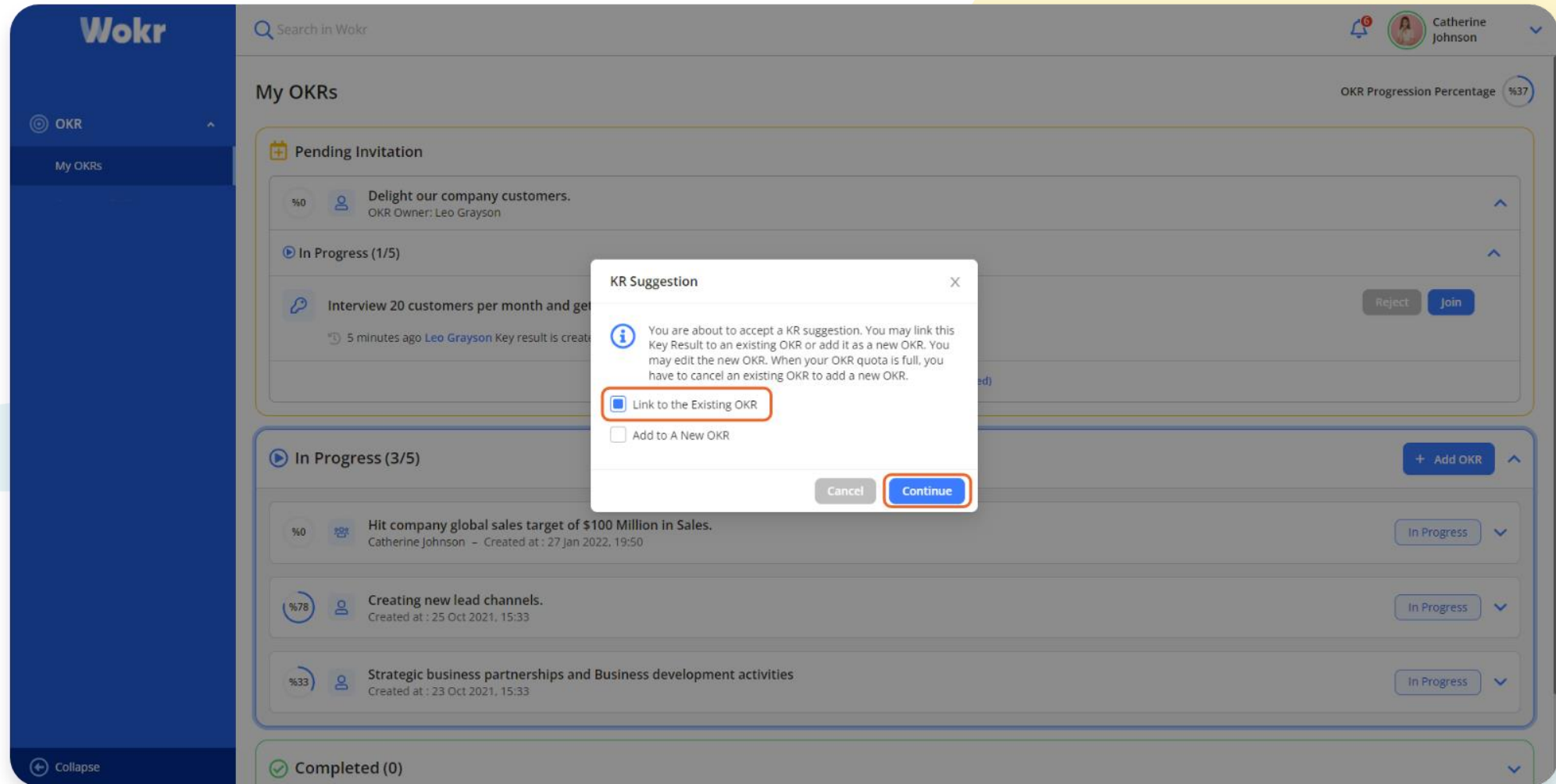
The screenshot displays the Wokr application interface for managing OKRs. The top navigation bar includes the Wokr logo, a search bar, and the user profile for Catherine Johnson. The main content area is titled "My OKRs" and shows an overall "OKR Progression Percentage" of 37%. The interface is divided into several sections:

- Pending Invitation:** A section with a yellow border containing one invitation: "Delight our company customers." with a 0% progress indicator and "OKR Owner: Leo Grayson".
- In Progress (1/5):** A section with a blue border containing one invitation: "Interview 20 customers per month and get feedback" with a 0% progress indicator. It includes a "Join" button (highlighted with a red box) and a "Reject" button. A note below states "5 minutes ago Leo Grayson Key result is created".
- In Progress (3/5):** A section with a blue border containing three OKRs:
 - "Hit company global sales target of \$100 Million in Sales." with a 0% progress indicator, created by Catherine Johnson on 27 Jan 2022.
 - "Creating new lead channels." with a 78% progress indicator, created on 25 Oct 2021.
 - "Strategic business partnerships and Business development activities" with a 33% progress indicator, created on 23 Oct 2021.
- Completed (0):** A section with a green border, currently empty.

The left sidebar contains navigation options for "OKR" and "My OKRs".

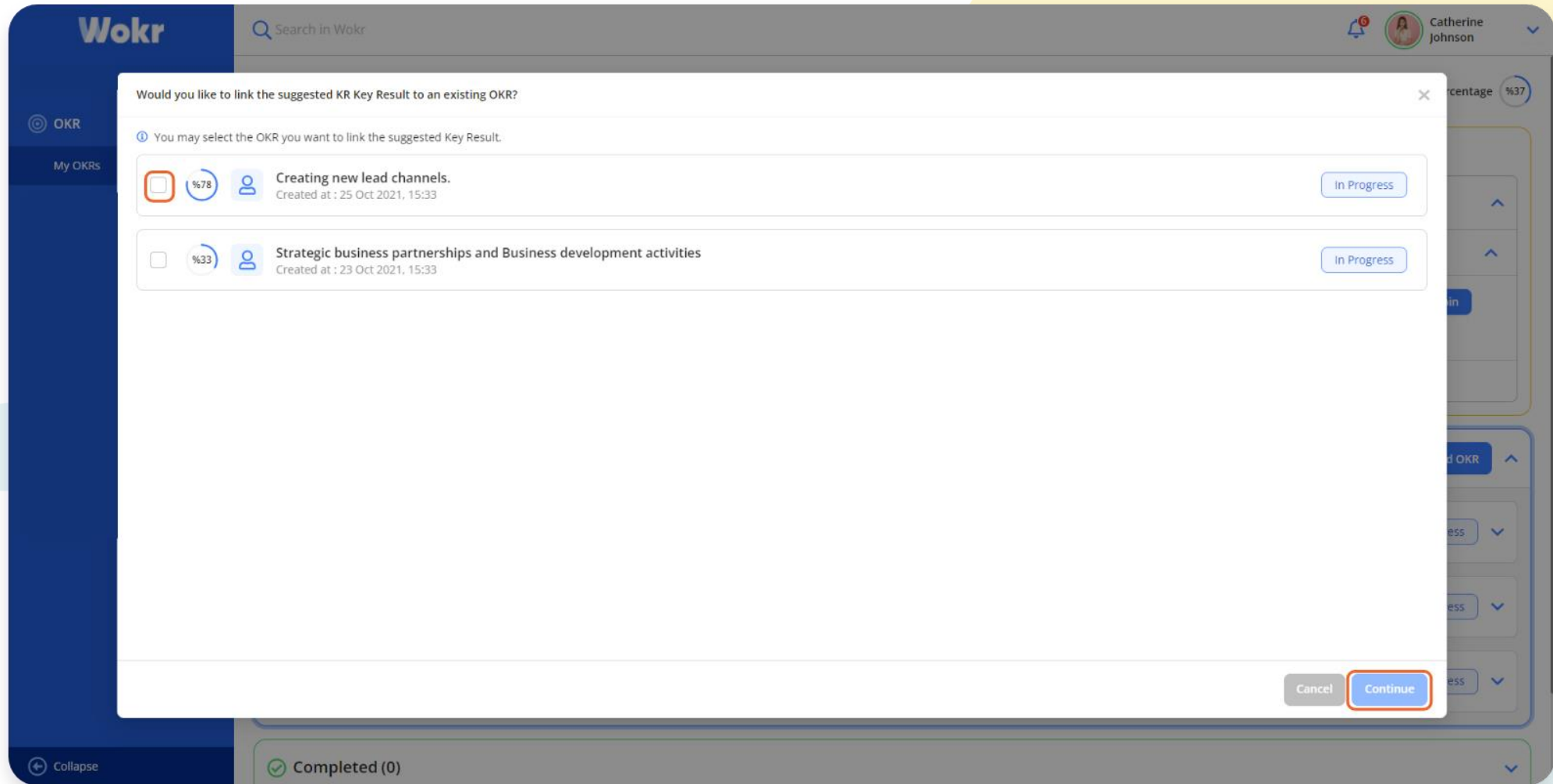
You can observe the KR invitation like on the screen. By clicking the “Join” button, you accept the invitation.

OKR – My OKR's



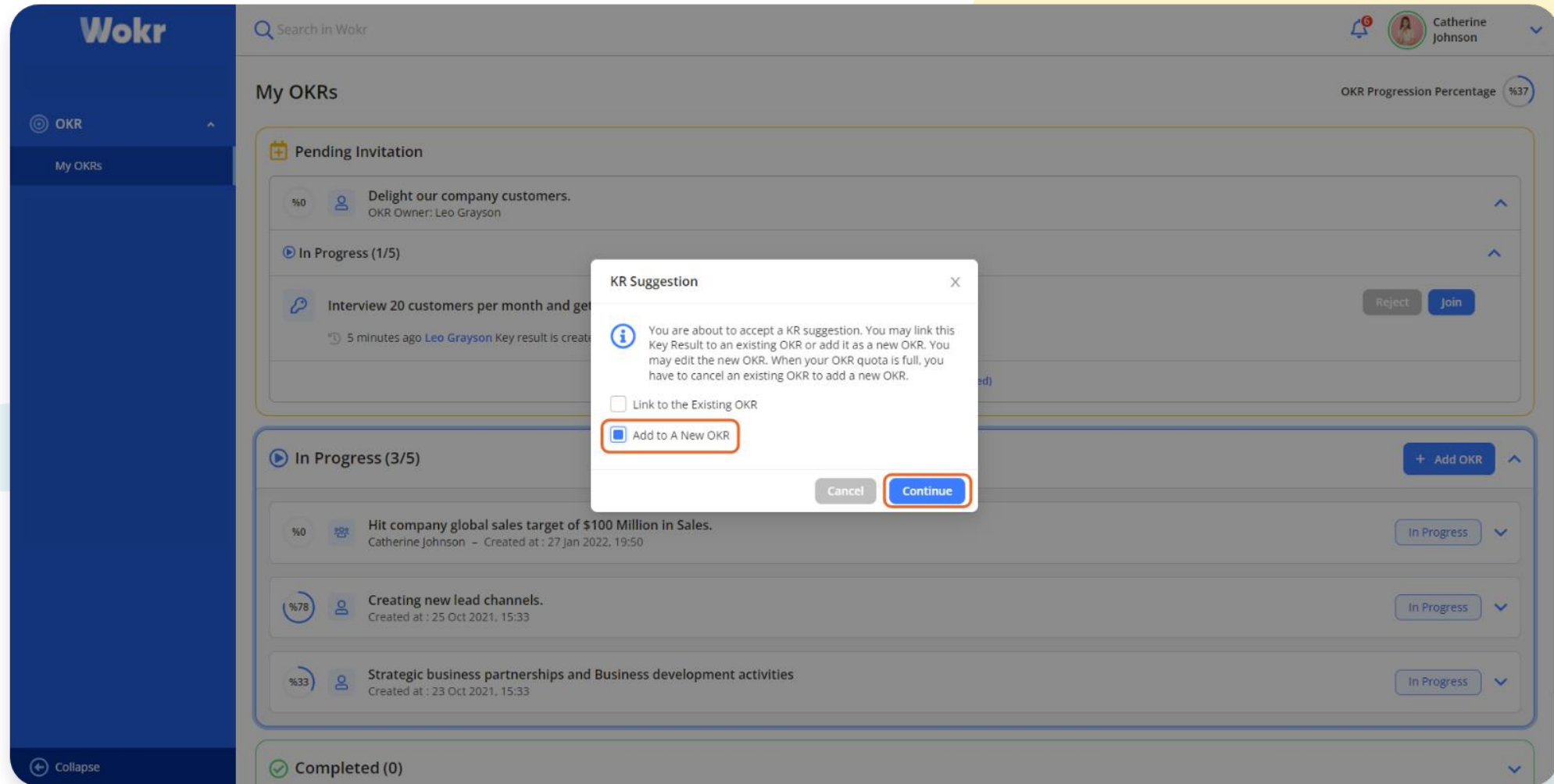
When you click the “Join” button KR Suggestion screen comes up. Suggested Key Result can be linked to the existing OKR, or you can create a new one.

OKR – My OKR's



By clicking the “Link to the Existing OKR”, the screen with OKRs can be linked comes up. When you select an OKR and click the “Continue” button, the suggested Key Result is linked to the selected OKR.

OKR – My OKR's



You can continue the KR suggestion with the "Add New OKR" option. If the OKR quota is full, one of the existing OKRs must be given up to add a new OKR. Under this condition, the "Add New OKR" option will not be active.

OKR – My OKR's

The screenshot displays the Wokr application interface for managing OKRs. The top navigation bar includes the Wokr logo, a search bar, and the user profile for Catherine Johnson. The main content area is titled 'My OKRs' and shows an overall 'OKR Progression Percentage' of 28%. The interface is divided into two sections: 'In Progress (4/5)' and 'Completed (0)'. The 'In Progress' section is currently active and contains a form for adding a new OKR. The form has a text input field with the placeholder text 'Delight our company customers.' and a character count of 220. Below the input field is a help message: 'Briefly describe the OKR. You must enter at least 10 characters. Example: To take customer satisfaction to the next level.' There are 'Cancel' and 'Continue' buttons. Below the form, there is a section for 'In Progress (1/5)' with a '+ Add Key Result' button. A key result is listed: 'Interview 20 customers per month and get feedback' with a progress bar at 0% and a timer of 1 minute. Below this, there is a 'Show all (0 Completed, 0 Cancelled)' link. The main list of OKRs includes: 1. 'Hit company global sales target of \$100 Million in Sales.' with 0% progress, created by Catherine Johnson on 27 Jan 2022. 2. 'Creating new lead channels.' with 78% progress, created on 25 Oct 2021. 3. 'Strategic business partnerships and Business development activities' with 33% progress, created on 23 Oct 2021. The 'Completed (0)' section is currently empty.

Continuing with the "Add New OKR" option opens the OKR creation section. The OKR, to which Key Result is linked, comes in a written form in the field. You can continue with the suggested OKR, edit the OKR text or enter a new OKR. By clicking the "Continue" button, you save the OKR.

OKR – My OKR's

The screenshot displays the 'My OKRs' dashboard in the Wokr application. The interface includes a search bar at the top, a user profile for Leo Grayson, and a progress percentage of 14%. The main content area is divided into sections for 'In Progress (3/5)', 'Completed (0)', and 'Cancelled (1)' OKRs. A specific OKR card is highlighted with a blue border, showing a key result 'Interview 20 customers per month and get feedback' with a progress bar at 0% and a 'Manage Stakeholders' button. Below this, a 'Show all (0 Completed, 0 Cancelled)' link is visible. The 'Manage Stakeholders' button is highlighted with a red box in the original image.

People who accepted the Key Result suggestion become a stakeholder of KR. More than one person can be the Key Result stakeholder, and stakeholders can suggest this Key Result to others. The one who suggested a Key Result can manage the stakeholders by clicking the “Manage Stakeholders” button.

OKR – My OKR's

The screenshot displays the Wokr application interface. On the left is a blue sidebar with the 'Wokr' logo and navigation options for 'OKR' and 'My OKRs'. The main content area is titled 'My OKRs' and is divided into sections for 'In Progress (3/5)', 'In Progress (1/5)', 'Completed (0)', and 'Cancelled (1)'. The 'In Progress (3/5)' section is highlighted with a blue border and contains three key results. The first key result is 'Delight our company customers.' with a progress indicator of 0% and a 'Manage Stakeholders' button. The second key result is 'Interview 20 customers per month and get feedback' with a progress indicator of 100% and a 'Manage Stakeholders' button. The third key result is 'Hit company global sales target of \$100 Million in Sales.' with a progress indicator of 0% and a 'Manage Stakeholders' button. The 'In Progress (1/5)' section contains one key result: 'Sustainable growth of the Sales Portfolio' with a progress indicator of 43% and a 'Manage Stakeholders' button. A 'Suggest as Kr' modal is open on the right side of the screen, showing a search bar and a list of stakeholders. The modal includes a 'Change Captain' button next to Leo Grayson's name.

Wokr Search in Wokr

My OKRs

In Progress (3/5)

- %0** **Delight our company customers.**
Created at : 27 Jan 2022, 20:04
- %100** **Interview 20 customers per month and get feedback**
10 minutes ago Leo Grayson Key result is created
- %0** **Hit company global sales target of \$100 Million in Sales.**
Catherine Johnson - Created at : 27 Jan 2022, 19:50

In Progress (1/5)

- %43** **Sustainable growth of the Sales Portfolio**
Leo Grayson - Created at : 1 Nov 2021, 15:33

Completed (0)

Cancelled (1)

Suggest as Kr Close x

KR Owner

- Leo Grayson**
Sales & Business Development Director

Captain

- Leo Grayson**
Sales & Business Development Director **Change Captain**

Stakeholders

Search for the person you want to recommend as KR

- Catherine Johnson**
Marketing Director

By clicking the “Manage Stakeholders” button, you open the "Suggest As KR" screen. With the “Change Captain” button, you can assign the captaincy to one of the stakeholders. You can continue adding stakeholders to Key Result.

OKR – My OKR's

The screenshot displays the 'My OKRs' page in the Wokr application. The top navigation bar includes the Wokr logo, a search bar, and the user profile for Leo Grayson. The main content area is titled 'My OKRs' and shows an overall 'OKR Progression Percentage' of 14%. The OKRs are categorized into 'In Progress (3/5)', 'Completed (0)', and 'Cancelled (1)'. The 'In Progress' section contains three OKRs:

- Delight our company customers.** (0% progress, created 27 Jan 2022, 20:04)
- Interview 20 customers per month and get feedback** (0% progress, created 11 minutes ago by Leo Grayson). This Key Result is highlighted with a red box. It includes a progress bar, a timer icon showing 1 minute, and a 'Manage Stakeholders' button.
- Hit company global sales target of \$100 Million in Sales.** (0% progress, created 27 Jan 2022, 19:50)
- Sustainable growth of the Sales Portfolio** (43% progress, created 1 Nov 2021, 15:33)

The interface also features a '+ Add OKR' button, '+ Add Key Result' button, and a 'Show all (0 Completed, 0 Cancelled)' link.

The Key Result captain is observed like on the screen. Both the OKR owner and the KR captain can progress on the KR.

OKR – My OKR's

The screenshot displays the Wokr application interface. On the left is a blue sidebar with the Wokr logo and navigation options for 'OKR' and 'My OKRs'. The main content area is titled 'My OKRs' and shows a list of Key Results (KRs) categorized by status: 'In Progress (4/5)' and 'Completed (0)'. One KR, 'Delight our company customers', is highlighted with a 'Manage Stakeholders' button. A 'Suggest as Kr' modal is open on the right, showing the 'KR Owner' as Leo Grayson and the 'Captain' as Catherine Johnson. The modal includes buttons for 'Change Captain' and 'Leave Team', and a search bar for recommending other team members as KR.

The side screen opens with the "Manage Stakeholders" button. A Key Result captain can replace the captain with one of the stakeholders or leave the team.

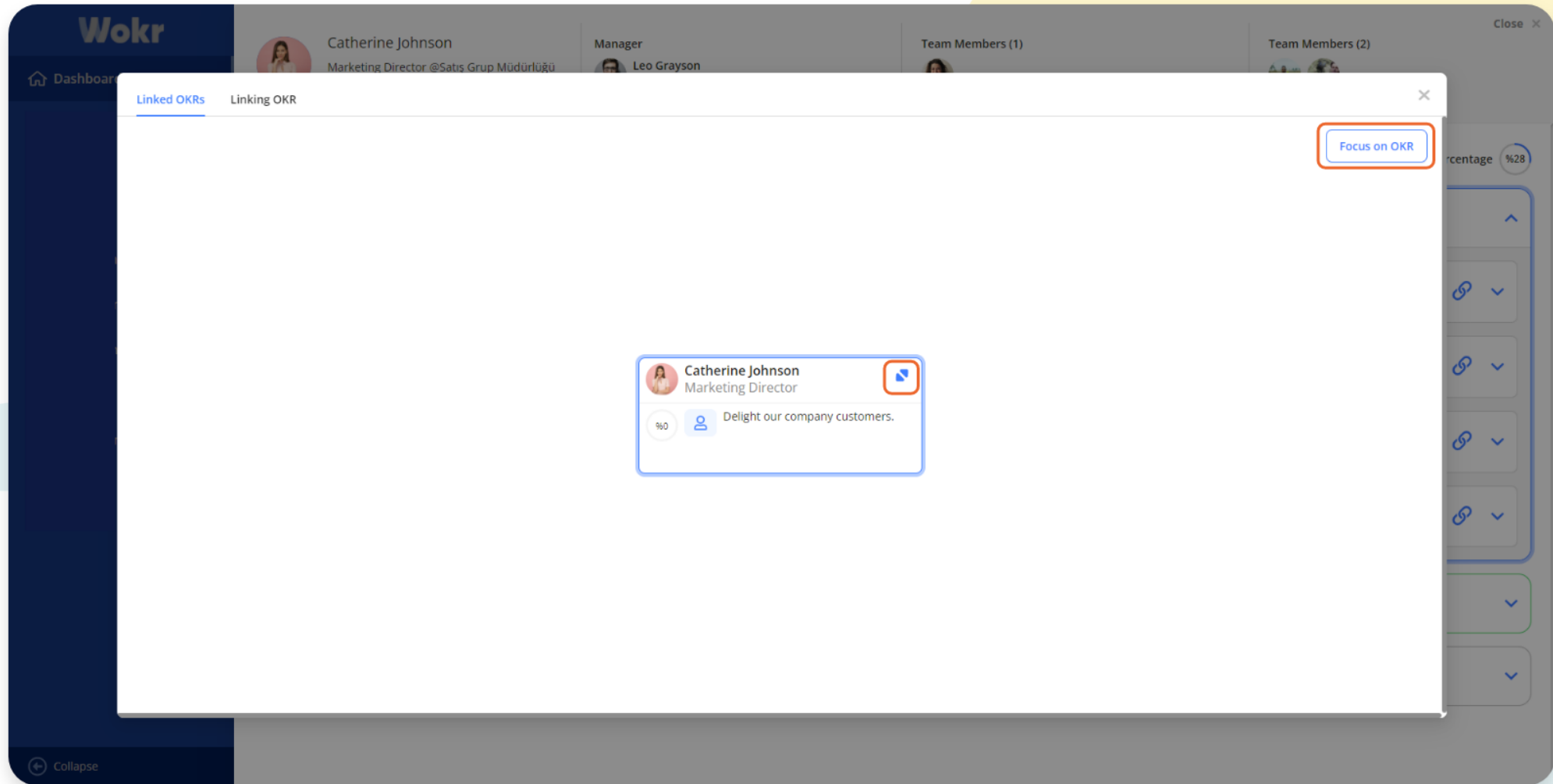
OKR – My OKR's

The screenshot displays the Wokr interface for managing OKRs. At the top, the user profile for Catherine Johnson (Marketing Director) is shown, along with her Manager, Leo Grayson (Sales & Business Development Director). Below this, there are sections for Team Members (1) and Team Members (2). The main area is titled 'My OKRs' for the year 2021, with an overall OKR Progression Percentage of 28%. The OKRs are categorized into three groups: In Progress (4/5), Completed (0), and Cancelled (1). The 'In Progress' group contains four OKRs, each with a progress indicator and a linking icon. The first OKR, 'Delight our company customers.', is highlighted with a red box around its linking icon.

Progress	OKR Description	Created At	Status	Linking Icon
%0	Delight our company customers.	27 Jan 2022, 20:16	In Progress	Linking Icon (highlighted)
%0	Hit company global sales target of \$100 Million in Sales.	27 Jan 2022, 19:50	In Progress	Linking Icon
%78	Creating new lead channels.	25 Oct 2021, 15:33	In Progress	Linking Icon
%33	Strategic business partnerships and Business development activities	23 Oct 2021, 15:33	In Progress	Linking Icon

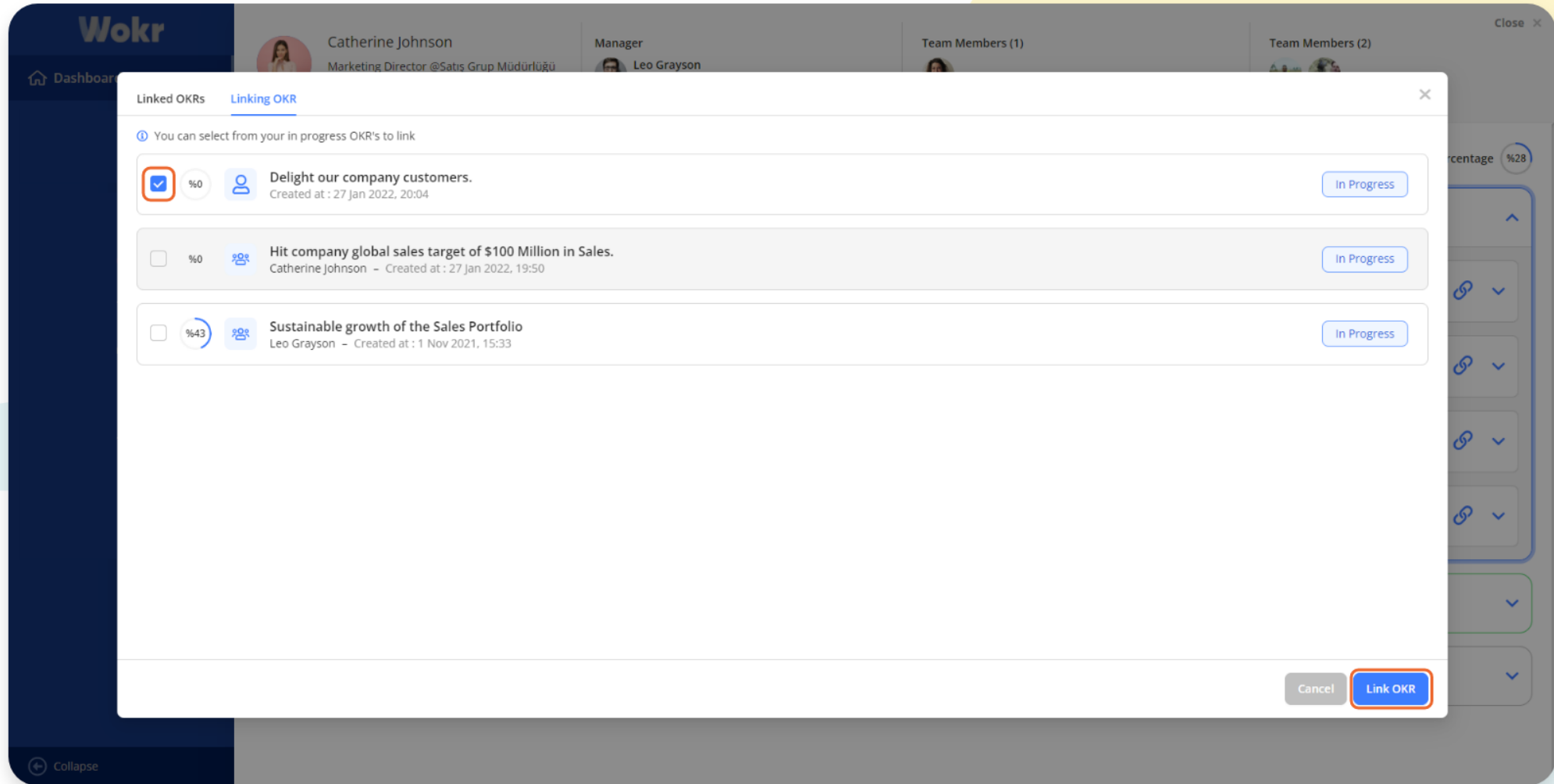
The profile of the person whose OKR is to be linked is entered. When you click the linking icon of the relevant OKR, the related screen comes up.

OKR – My OKR's



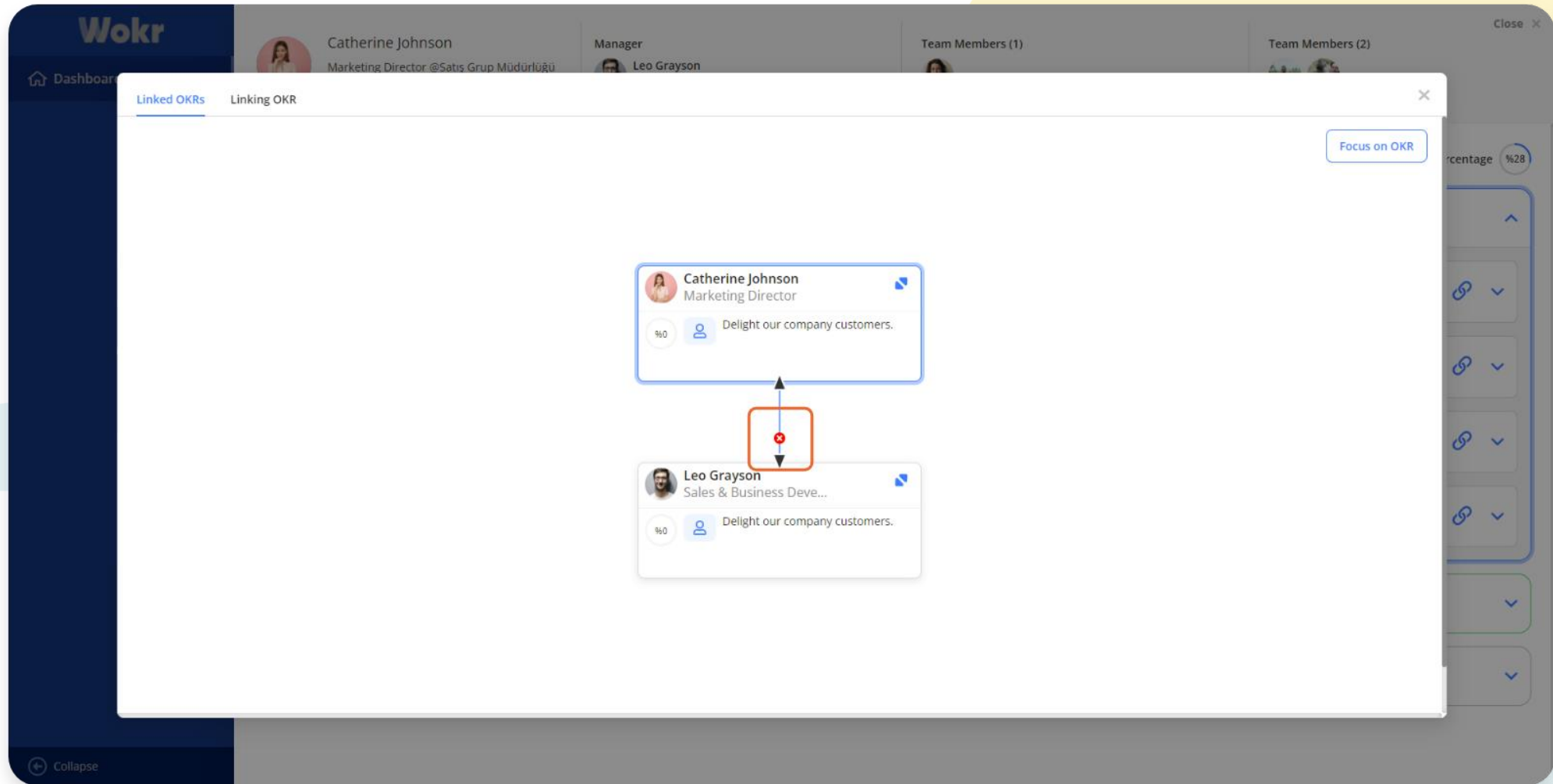
OKRs linked to each other are observed on the Linked OKRs tab on the OKR linking screen. Click the "Focus on OKR" button to focus on the selected OKR. You can access the OKR details with the expand icon on OKR cards.

OKR – My OKR's



You can link by selecting the OKR to be linked from the OKR Linking tab and clicking the "Link OKR" button.

OKR – My OKR's



You can remove the link between the OKRs by clicking the red cross that appears when hovering over the network.

OKR – Company OKRs

The screenshot displays the Wokr application interface. On the left is a blue sidebar menu with the 'Wokr' logo at the top. Below the logo are three menu items: 'OKR', 'My OKRs', and 'Company OKRs', which is highlighted with an orange border. At the bottom of the sidebar is a 'Collapse' button. The main content area is titled 'Company OKR' and features a search bar at the top left and a user profile 'Leo Grayson' at the top right. A progress indicator shows '%39'. The main area is divided into three sections: 'In Progress (4/10)', 'Completed (0)', and 'Cancelled (0)'. The 'In Progress' section contains four OKR cards, each with a progress gauge, a brief description, a creation timestamp, and an 'In Progress' status button with a dropdown arrow.

Progress	Description	Created at	Status
%50	Grow our corporate global business.	16 Oct 2021, 15:33	In Progress
%59	Delight our company customers.	24 Sep 2021, 11:52	In Progress
%47	Build a great corporate culture.	24 Sep 2021, 11:52	In Progress
%0	Launch the new product successfully in Q1.	7 Dec 2021, 14:30	In Progress

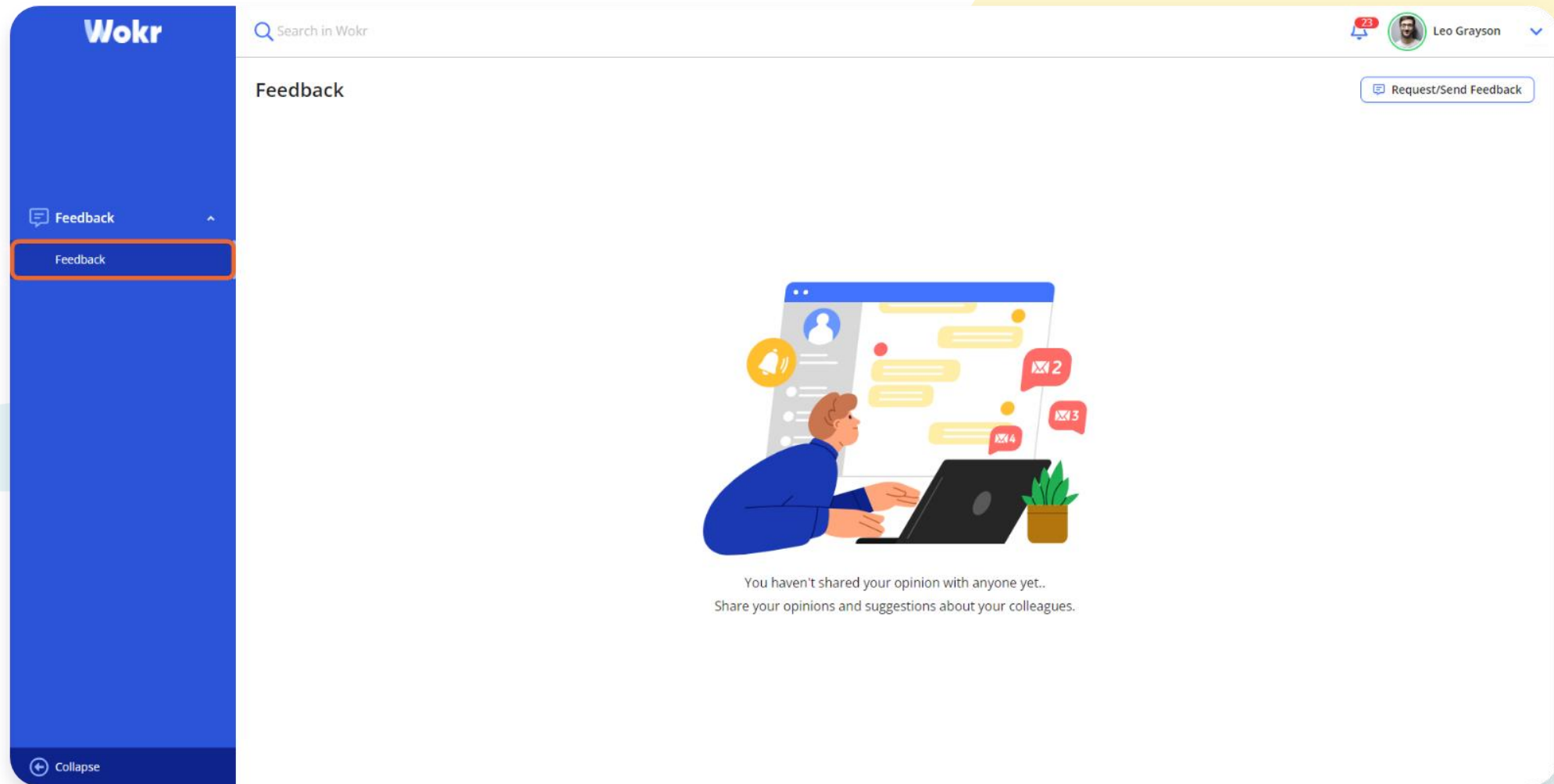
Click on “Company OKRs” under the “OKR” heading in the left menu. Company OKRs can be viewed on this screen.

MY LISTS

The screenshot displays the Wokr application interface. On the left is a blue sidebar with the 'Wokr' logo at the top. Below the logo, the 'My Lists' menu item is highlighted with an orange border. Underneath it are three options: 'Top Management', 'Peers', and 'Team'. At the bottom of the sidebar is a 'Collapse' button with a plus icon. The main content area has a search bar at the top with the text 'Search in Wokr'. To the right of the search bar is a notification bell icon and a user profile for 'Leo Grayson'. Below the search bar is a section titled 'Top Management's OKRs'. This section features a horizontal row of five circular profile icons. The first icon is highlighted with a blue circle and is labeled 'Leo Grayson Sales & Business Development D...' with a progress indicator of '%38'. Below this row are three expandable sections: 'In Progress (2/5)', 'Completed (0)', and 'Cancelled (1)'. The 'In Progress' section is currently expanded and contains two OKR items. The first item is 'Extending the scope of customer and partner networks' with a progress indicator of '%32', a person icon, and a creation date of '13 Oct 2021, 15:33'. The second item is 'Sustainable growth of the Sales Portfolio' with a progress indicator of '%43', a group icon, and a creation date of '1 Nov 2021, 15:33'. Both items have a blue 'In Progress' button with a dropdown arrow on the right. The 'Completed' and 'Cancelled' sections are currently collapsed.

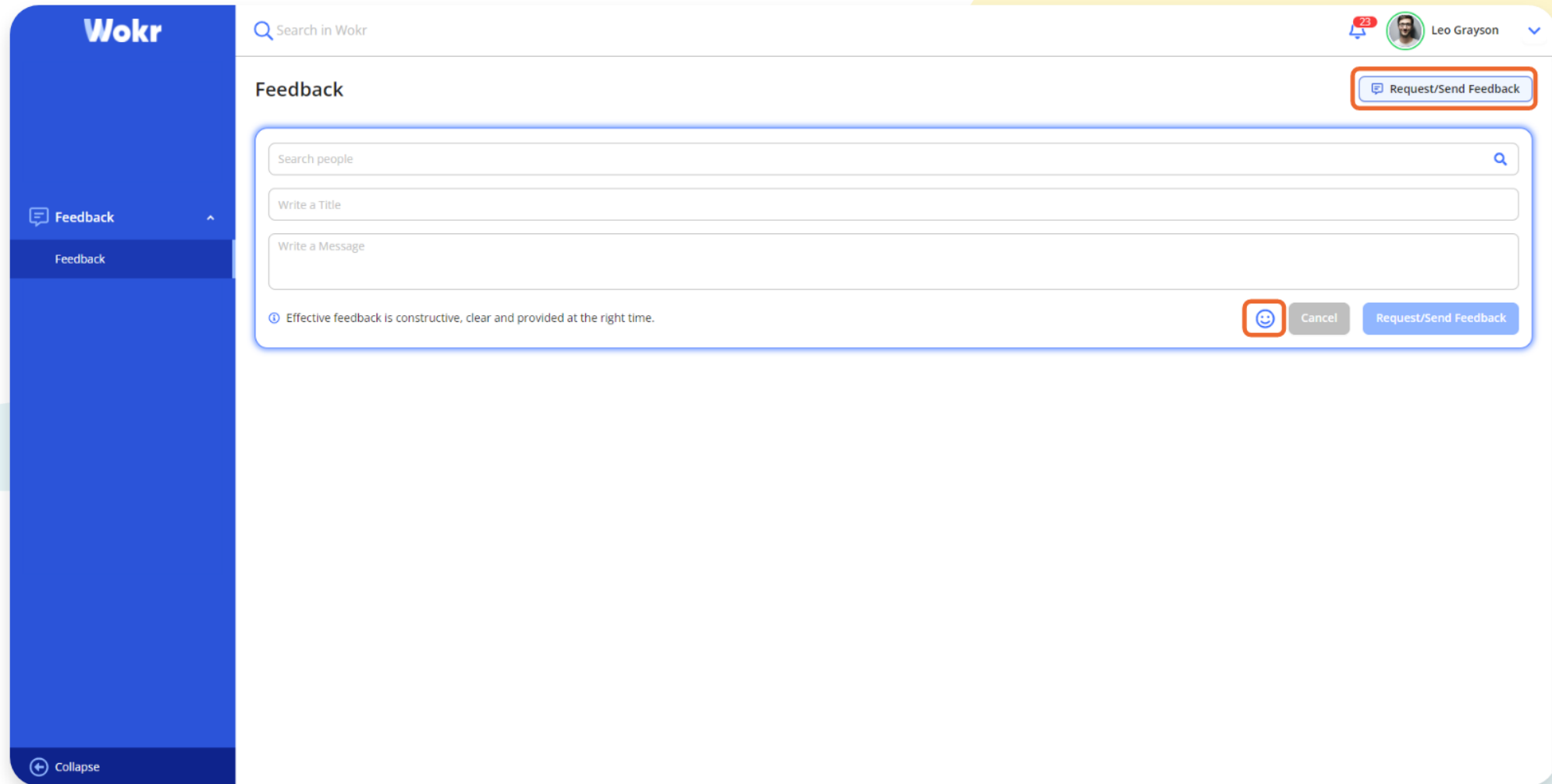
The OKRs of the relevant persons can be accessed from the "Top Management, Peers, Team" options under the "My Lists" heading in the left menu.

FEEDBACK - Feedback



Click on “Feedback” under the “Feedback” heading in the left menu. Feedback conversations are viewed on this screen. Previous feedback can be viewed, feedback can be requested or sent on this page.

FEEDBACK - Feedback



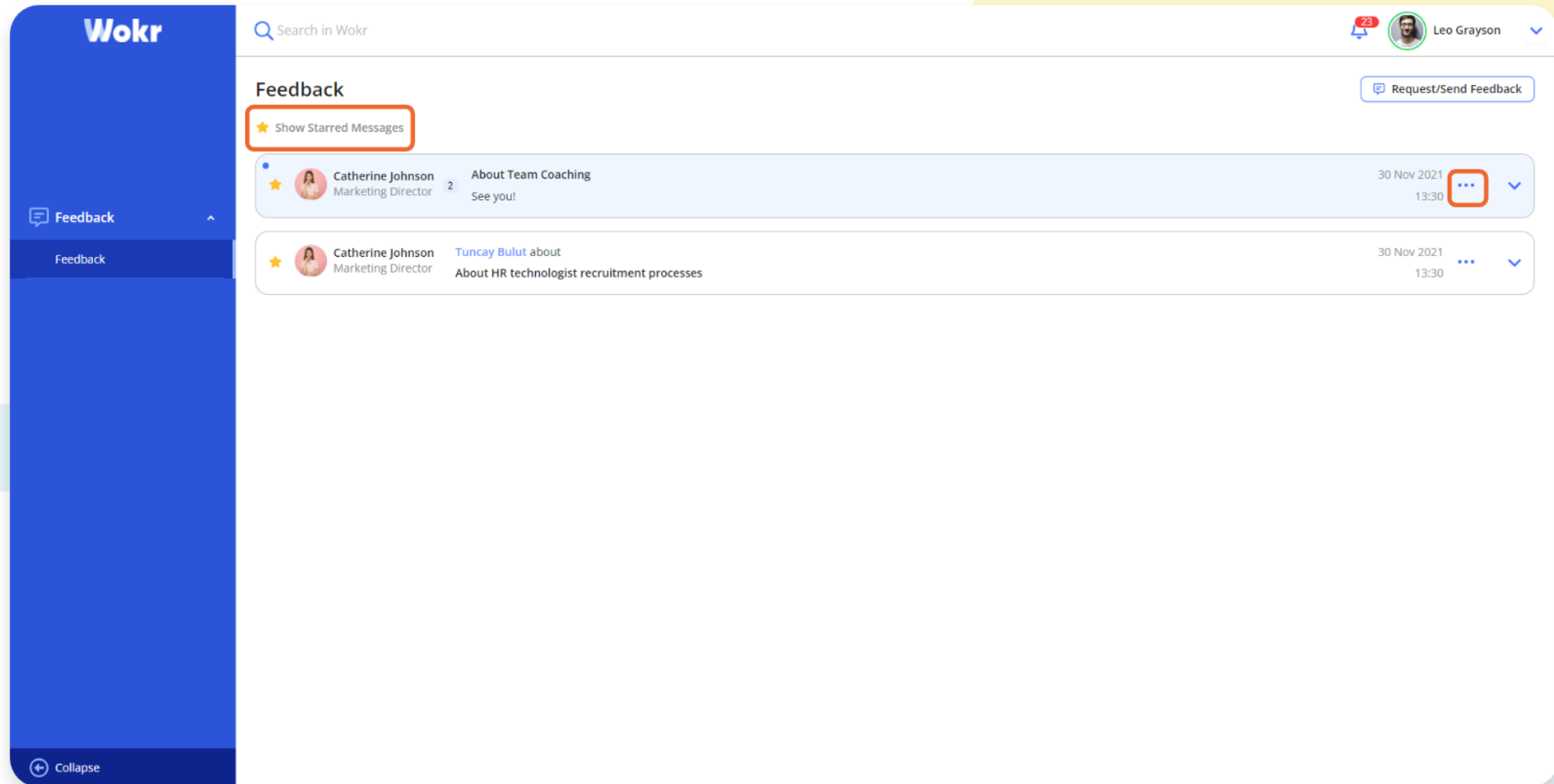
By clicking the "Request/Send Feedback" button, the conversation section comes up. You select the person, enter the feedback title, and type the message. You can add emojis to your message.

FEEDBACK - Feedback

The screenshot shows the Wokr Feedback interface. On the left is a blue sidebar with the Wokr logo at the top, a 'Feedback' menu item, and a 'Collapse' button at the bottom. The main content area has a search bar at the top with the text 'Search in Wokr'. Below the search bar is the title 'Feedback' and a 'Request/Send Feedback' button. The feedback form contains a recipient field with 'Catherine Johnson', a subject field with 'About Team Coaching', and a message field with the text: 'Hello Catherine! I think I have contributed a lot to myself with the team coaching training we received in the past days. I believe that the education we receive especially in communication will bring me a lot in both my private and business life. I can say that I paid great attention to my attitude in line with the training we received within a few weeks. I would also like to know your opinion about this. Thanks.' Below the message field is a tip: 'Effective feedback is constructive, clear and provided at the right time.' At the bottom right of the form are three buttons: a smiley face icon, a 'Cancel' button, and a 'Request/Send Feedback' button which is highlighted with a red border.

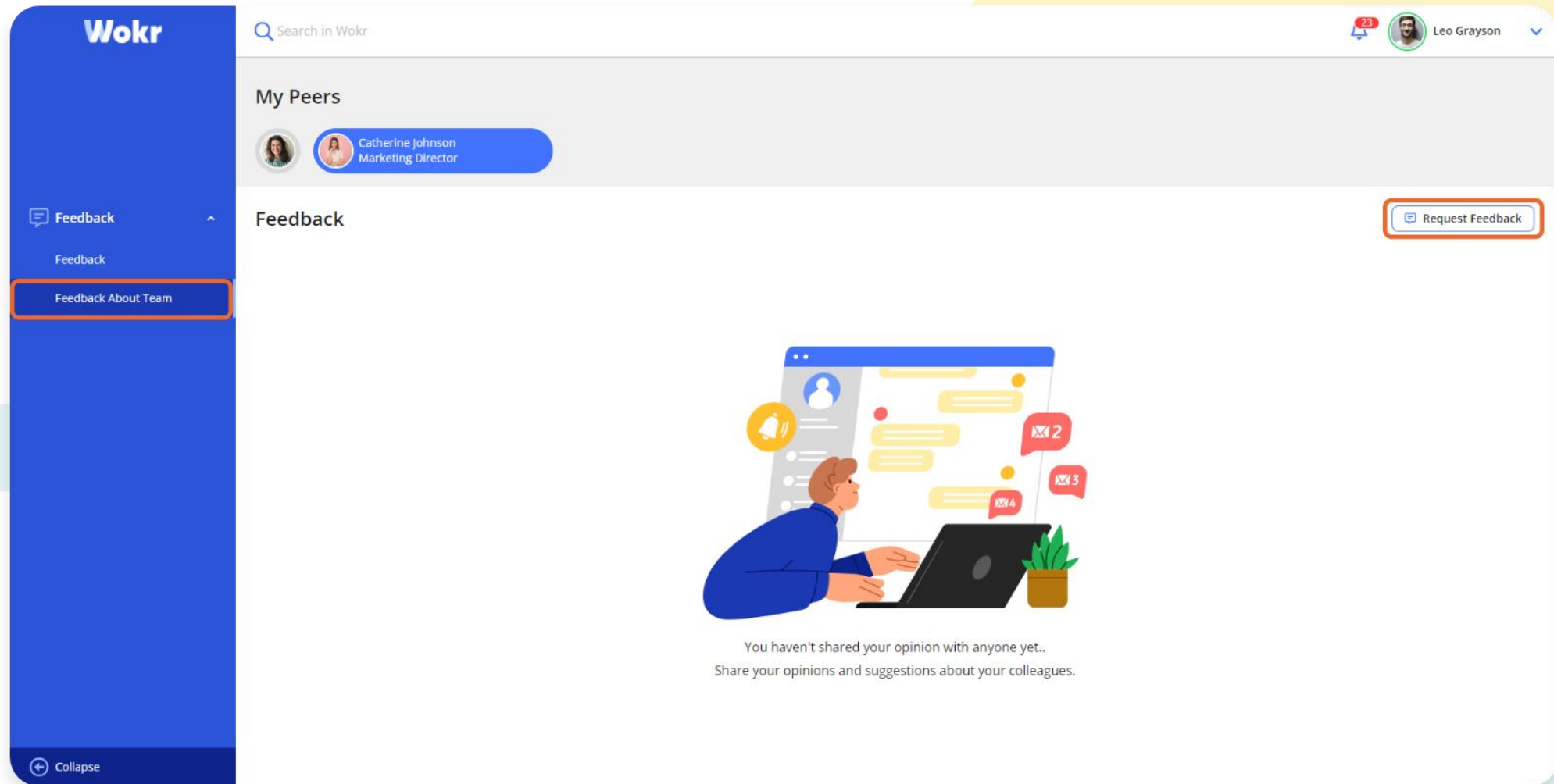
After related fields are filled, the "Request/Send Feedback" button becomes active, and when you click it, you send the feedback message.

FEEDBACK - Feedback



The sent message is viewed on the screen. It can be starred or its details can be viewed. Clicking on “Show Starred Messages” displays starred messages. You can report an inappropriate conversation by clicking the three dots.

FEEDBACK – Feedback About Team



Click on "Feedback About Team" under the "Feedback" heading. On this screen, the manager can request feedback about his/her employees by clicking on the "Request Feedback" button. You can switch between the people by clicking on the avatars.

ONE TO ONE – One to One Meetings

The screenshot shows the Wokr application interface. On the left is a blue sidebar with the Wokr logo at the top. Below the logo are two menu items: 'One to One' and 'One to One Meetings', with the latter highlighted by an orange border. At the bottom of the sidebar is a 'Collapse' button. The main content area has a search bar at the top with the text 'Search in Wokr'. To the right of the search bar are a notification bell icon and a user profile for 'Leo Grayson'. Below the search bar is the heading 'My One to One Meetings' with a 'Show Details' button. The main area contains four review items, each with a title, a date range, and a status button with a dropdown arrow:

- OKR Review**
One to One Period Begin and End Date: January 31, 2022 - February 28, 2022
Status: Answer
- Mid Year Review**
One to One Period Begin and End Date: March 1, 2022 - March 31, 2022
Status: Time Has Not Come Yet
- Last Quarter Review**
One to One Period Begin and End Date: April 3, 2022 - April 29, 2022
Status: Time Has Not Come Yet
- Year-end Review**
One to One Period Begin and End Date: April 30, 2022 - May 31, 2022
Status: Time Has Not Come Yet

Click on “My One to One Meetings” under the “One to One” on the left menu. The conversations and the status of the conversations on this screen can be viewed as “comment”, “reply”, “meeting”, “completed”, “time has not come”, or “out of scope”.

ONE TO ONE – One to One Meetings

Wokr Search in Wokr Leo Grayson

My One to One Meetings

[← Show Details](#)

OKR Review Answer

One to One Period Begin and End Date: January 31, 2022 - February 28, 2022

Answer the questions of the One to One period and share them with your manager for consideration.

Does your OKRs reflect the current priorities?

Enter your answers

Does your OKRs in line with the priorities of your company and department? When considering company and department priorities, are there any points you should review?

Enter your answers

Do you see any risk for you to successfully complete your OKRs in the upcoming period? Do you need additional resources or support?

Enter your answers

Send Answers

Mid Year Review Time Has Not Come Yet

One to One Period Begin and End Date: March 1, 2022 - March 31, 2022

Last Quarter Review Time Has Not Come Yet

One to One Period Begin and End Date: April 3, 2022 - April 29, 2022

Year-end Review Time Has Not Come Yet

One to One

One to One Meetings

Collapse

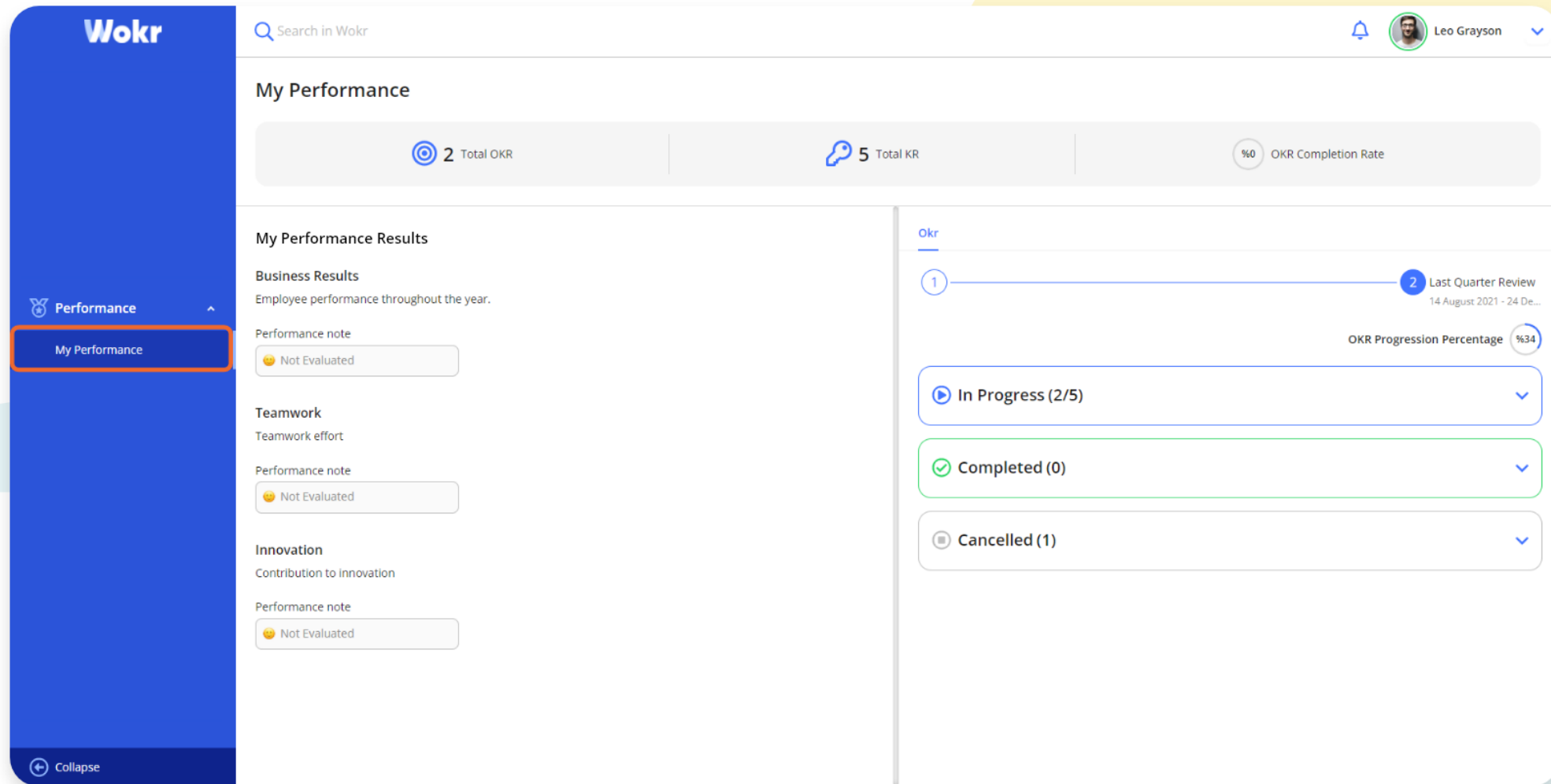
When you click one of the periods, the meeting section opens, and the questions of the One-to-One Meeting period are answered in the "Enter your answers" field. With the "Show Details" button, the details of other features can be viewed to assist in answering the questions. Responses are shared by clicking the "Send Answers" button.

ONE TO ONE – My Team's One to One Meetings

The screenshot shows the Wokr application interface. On the left is a blue sidebar menu with the Wokr logo at the top. Below the logo are two menu items: 'One to One' and 'My Team's One to One Meetings', which is highlighted with an orange border. At the bottom of the sidebar is a 'Collapse' button. The main content area has a search bar at the top right with the text 'Search in Wokr' and a user profile for 'Leo Grayson'. Below the search bar is a 'My Peers' section with filters for 'Answer / Meeting Notes', 'Completed', and 'Comment'. A peer card for 'Celine Toms, Sales Manager' is visible. The main section is titled 'My One to One Meetings' and contains a list of four meeting types: 'OKR Review' (with an 'Answer' button), 'Mid Year Review', 'Last Quarter Review', and 'Year-end Review' (all with 'Time Has Not Come Yet' buttons). A 'Show Details' button is located at the top right of the meeting list.

Click on "My Team's One to One Meetings" under the "One to One Meetings" heading in the left menu. Check-in meetings of the team you are the manager of are carried out from this screen. You can switch between employees by clicking on the avatars in the My Peers section. By clicking the "Send Answers" button, you share the answers.

PERFORMANCE – My Performance



Wokr Search in Wokr Leo Grayson

My Performance

2 Total OKR | 5 Total KR | 0% OKR Completion Rate

My Performance Results

- Business Results**
Employee performance throughout the year.
Performance note: Not Evaluated
- Teamwork**
Teamwork effort
Performance note: Not Evaluated
- Innovation**
Contribution to innovation
Performance note: Not Evaluated

Okr

1 ————— 2 Last Quarter Review
14 August 2021 - 24 De...
OKR Progression Percentage %34

- In Progress (2/5)
- Completed (0)
- Cancelled (1)

Collapse

You can see the performance results and details by clicking "My Performance" under the "Performance" heading in the left menu.

PERFORMANCE – My Teams Performance

Wokr Search in Wokr Leo Grayson

My Teams Performance Evaluation Results

Evaluation Period: 18 December 2021 - 30 June 2022 Before the calibration meetings, review your team's annual performance, review the OKRs and state your opinion.

The highest score you can give is indicated next to the headings.

My Team	Business Results (2/2)	Teamwork	Innovation
Celine Toms Sales Manager	🌟 Star	😊 Exceeded Expectations	😊 Exceeded Expectations
Catherine Johnson Marketing Director	🌟 Star	😞 Below Expectations	😊 Exceeded Expectations

Send Changes

Collapse

Clicking on "My Teams Performance" under the heading "Performance" in the left menu opens the screen where the performance of the team will be evaluated, and the results can be viewed. You can search for people in the My Team section. By clicking on the arrows next to the categories, you can sort the categories.

PERFORMANCE – My Teams Performance

Wokr Search in Wokr Leo Grayson

My Teams Performance Evaluation Results

Evaluation Period: 18 December 2021 - 30 June 2022 Before the calibration meetings, review your team's annual performance, review the OKRs and state your opinion.
The highest score you can give is indicated next to the headings.

My Peers Business Results (2/2) Teamwork Innovation

Celine Toms Sales Manager	Star	Exceeded Expectations	Exceeded Expectations
------------------------------	------	-----------------------	-----------------------

[← Show Details](#)

Manager's Opinion on Performance Improvement Result

Business Results

Employee performance throughout the year.

Evaluate Performance

- Star
- Star ✓
- Exceeded Expectations
- Expected Performance
- Below Expectations
- Laggard

Contribution to innovation

Evaluate Performance

- Exceeded Expectations

By clicking on the person cards, you can see the evaluation criteria and make the evaluation. By clicking on the "Show Details" button, the relevant details of the relevant person are displayed. Evaluation is made by choosing one of the performance evaluation scales.

PERFORMANCE – My Teams Performance

Wokr Search in Wokr Leo Grayson

My Teams Performance Evaluation Results

Evaluation Period: 18 December 2021 - 30 June 2022 Before the calibration meetings, review your team's annual performance, review the OKRs and state your opinion.

The highest score you can give is indicated next to the headings.

My Peers	Business Results (2/2)	Teamwork	Innovation
Celine Toms Sales Manager	🌟 Star	👍 Exceeded Expectations	👍 Exceeded Expectations
Catherine Johnson Marketing Director	🌟 Star	👎 Below Expectations	👍 Exceeded Expectations

Send Changes

After completing all the performance evaluations, you save the changes by clicking the “Send Changes” button.

PERFORMANCE – Calibration

Wokr Search in Wokr Leo Grayson

My Team's Calibration And Performance Evaluation Results

Evaluation Period: 18 December 2021 - 30 June 2022 It is the process which calibration meetings are held and final performance insights are shared for your team.

The highest score you can give is indicated next to the headings.

Department: Select a Department Select a Person: Select a Person Search

Employees	Business Results (4/6)	Teamwork	Innovation
+ Celine Toms Sales Manager	Not Evaluated	Not Evaluated	Not Evaluated
- Catherine Johnson Marketing Director	Not Evaluated	Not Evaluated	Not Evaluated
Mark Jason Digital Marketing Manager	Star	Exceeded Expectations	Below Expectations
Ross Green Sales Manager	Star	Exceeded Expectations	Exceeded Expectations

Send Changes

Collapse

You can calibrate the performance evaluations by clicking "Calibration" under the "Performance" heading in the left menu. You can make the selection from the department and person filtering fields.

PERFORMANCE – Calibration

The screenshot displays the 'Wokr' Performance Calibration interface. The main panel is titled 'Calibration And Performance Evaluation Results' and is divided into three sections: Business Results, Teamwork, and Innovation. Each section has a 'Performance note' (set to 'Not Evaluated') and a 'Recalibrate' dropdown menu. The 'Calibrator' for all sections is Leo Grayson, Sales & Business Development Director. In the Innovation section, the 'Recalibrate' dropdown is open, showing a list of options: 'Expected Performance' (selected), 'Star', 'Exceeded Expectations', 'Below Expectations', and 'Laggard'. A secondary window on the right shows 'Okcr' details, including 'Check-in Meetings' and 'Feedback' tabs, a progress bar for 'Last Quarter Review' (14 August 2021 - 24 De...), and a summary of 'OKR Progression Percentage' at 53%. The summary includes 'In Progress (3/5)', 'Completed (1)', and 'Cancelled (0)' items.

By clicking the person cards, the calibration screen comes up, and you can make the scale selection. The details and the person calibrating can be seen.

PERFORMANCE – Calibration

The screenshot displays the Wokr Performance Calibration interface. On the left is a blue sidebar with the Wokr logo and navigation options: Performance, My Performance, My Teams Performance, Calibration (highlighted), and a Collapse button at the bottom. The main content area has a search bar and a user profile for Leo Grayson. Below this is the title 'My Team's Calibration And Performance Evaluation Results' and a sub-header 'Evaluation Period: 18 December 2021 - 31 December 2021'. A note states: 'It is the process which calibration meetings are held and final performance insights are shared for your team.' A tip indicates: 'Your highest score usage that you can give is indicated next to the headings.' There are two dropdown menus for 'Department' and 'Select a Person', followed by a 'Search' button. The main part of the interface is a table with four columns: Employees, Business Results (3/6), Teamwork, and Innovation. The table lists five employees with their respective performance ratings. A 'Send Changes' button is located at the bottom right of the table area.

Employees	Business Results (3/6)	Teamwork	Innovation
Celine Toms Sales Manager	👉 Not Evaluated	👉 Not Evaluated	👉 Not Evaluated
Ahmet Tekin Sales Associate	🌟 Star	👉 Exceeded Expectations	👉 Expected Performance
Cihan Vural Sales Associate	🌟 Star	🌟 Star	🌟 Star
Didem Güneş Sales Associate	🌟 Star	👉 Expected Performance	👉 Exceeded Expectations
Catherine Johnson Marketing Director	👉 Not Evaluated	👉 Not Evaluated	👉 Not Evaluated

You can save the calibrated evaluations by clicking the “Send Changes” button.

COMPETENCE – My Teams Competence

Wokr Search in Wokr Leo Grayson

My Team Select Evaluator Evaluator Is Selected

2 Number of Evaluators You Will Choose | 2 Number of Competencies Chosen by Employees | 1 Number of Competencies Chosen for your Team | 3 Number of Competencies Chosen Individually

Competences Company Selection Teams Selection Individual Choice

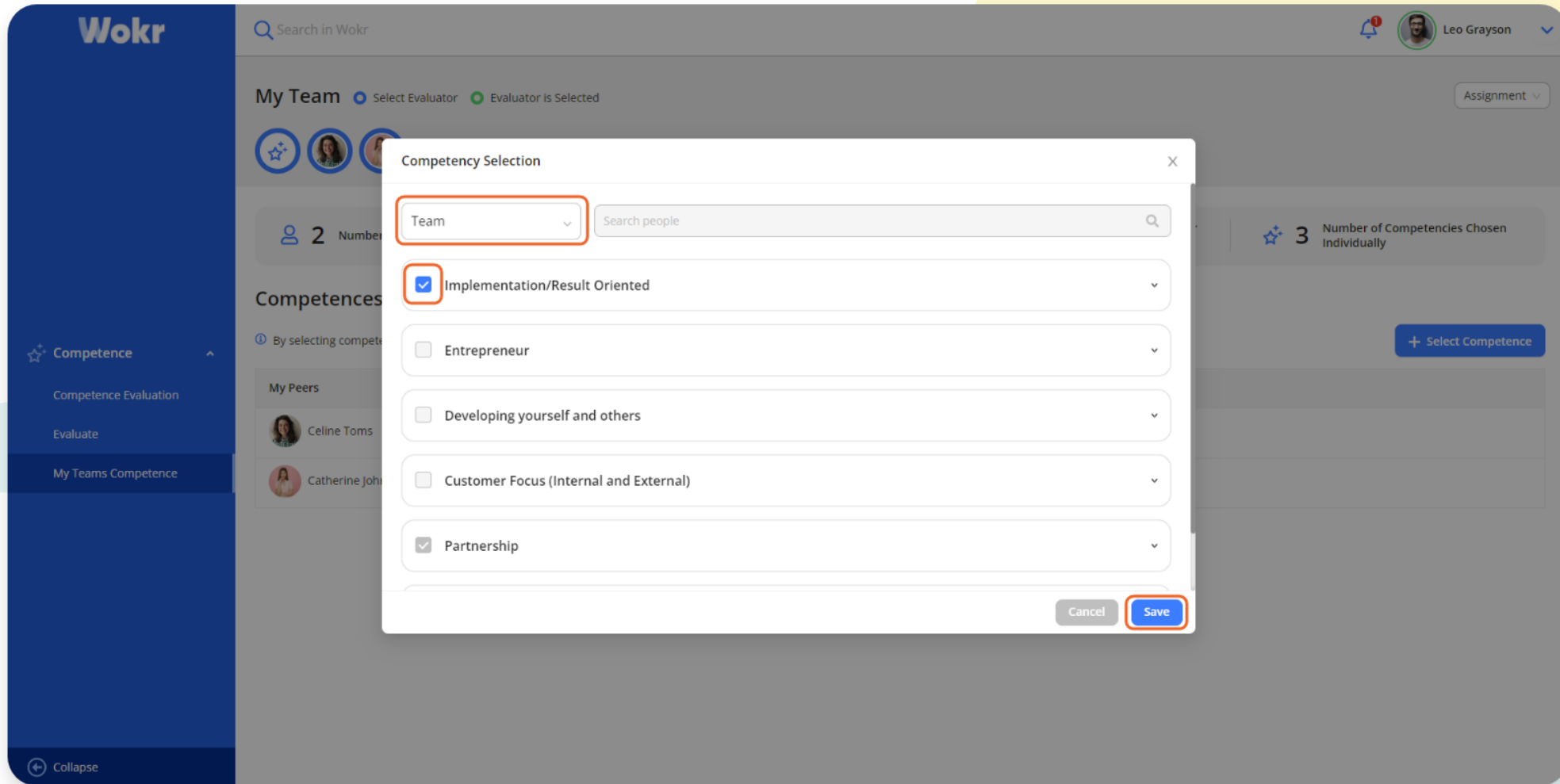
By selecting competency, you can determine competency that your employers evaluated upon as a whole team or individually. [+ Select Competence](#)

My Peers	Competences
Celine Toms	Partnership Business mind
Catherine Johnson	Partnership Business mind Entrepreneur

[Collapse](#)

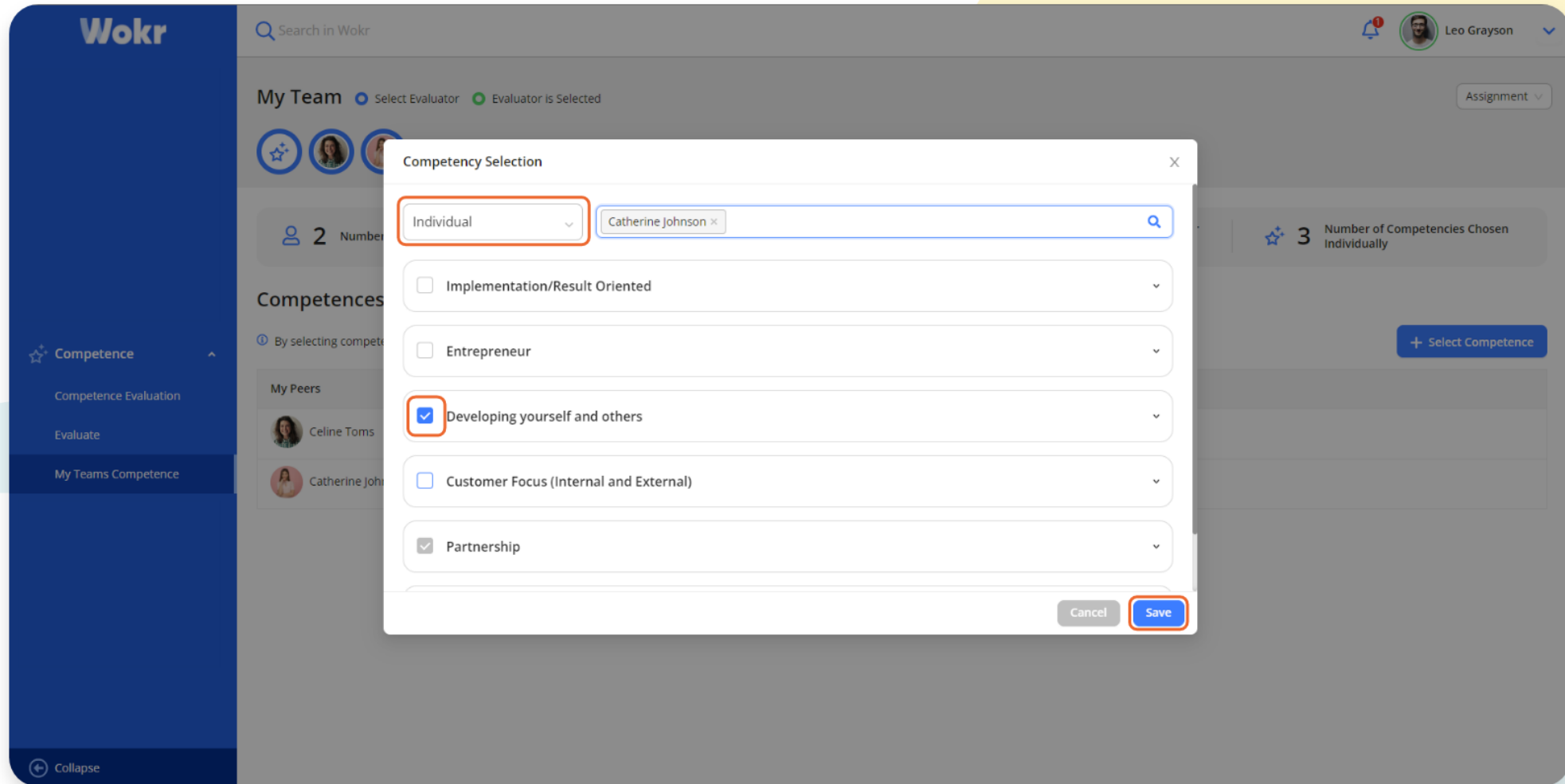
By clicking on "My Teams Competence" under the "Competence" heading in the left menu, you can see users and their status in My Team. From the avatar colors of the users, the ones that need to be evaluated and the ones whose evaluator is determined are displayed. You can assign competency to the team by clicking the "+ Select Competence" button.

COMPETENCE – My Teams Competence



You can choose as a Team or Individual from the category on the competency selection screen. With team selection, you can assign the same competence to the entire team.

COMPETENCE – My Teams Competence



With Individual selection, you can select the employee you want and assign individual competence. By clicking the “Save” button, you save the assignment made.

COMPETENCE – My Teams Competence

Wokr Search in Wokr Leo Grayson

My Team Select Evaluator Evaluator is Selected

2 Number of Evaluators You Will Choose | 2 Number of Competencies Chosen by Employees | 1 Number of Competencies Chosen for your Team | 3 Number of Competencies Chosen Individually

Competences Company Selection Teams Selection Individual Choice

By selecting competency, you can determine competency that your employees evaluated upon as a whole team or individually. [+ Select Competence](#)

My Peers	Competences
Celine Toms	Partnership Business mind
Catherine Johnson	Partnership Business mind Developing yourself and others

Collapse

You can see the employees and competencies assigned to related employees on the table.

COMPETENCE – My Teams Competence

The screenshot shows the 'Wokr' application interface. At the top left is the 'Wokr' logo. A search bar contains the text 'Search in Wokr'. In the top right corner, there is a notification bell icon and a user profile for 'Leo Grayson'. Below the search bar, the 'My Team' section is active, showing 'Select Evaluator' and 'Evaluator is Selected' options. A blue pill-shaped button contains the name 'Catherine Johnson' and her title 'Marketing Director'. Below this, the 'Evaluators' section is shown with 'Accepted' and 'Awaiting For Approval' filters. A 'Manage Evaluators' button is highlighted with a red box. The main content area lists three competencies: 'Developing yourself and others', 'Partnership', and 'Business mind', each with a '0/5' progress indicator and a dropdown arrow. A blue sidebar on the left contains navigation options: 'Competence', 'Competence Evaluation', 'Evaluate', and 'My Teams Competence' (which is highlighted). A 'Collapse' button is at the bottom of the sidebar.

By clicking on the avatars in the My Team section, you can see the people evaluating the relevant employee and the competencies that the employee will be evaluated for. By clicking the "Manage Evaluators" button, employees can be selected as evaluators. As the evaluations are completed, you can see the average and details of the results on this screen.

COMPETENCE – My Teams Competence

The screenshot displays the Wokr interface for managing evaluators. The main panel shows the user's team and evaluators. The 'Manage Evaluators' modal is open, showing a search bar and a list of potential evaluators. The 'Invite' button is highlighted.

Wokr Search in Wokr

My Team Select Evaluator Evaluator is Selected

Romy Markham
Manager - User Experience

Evaluators Accepted Awaiting For Approval

Leo Grayson
Sales & Business Development D...

2.57/5 Implementation/Result Oriented

3.14/5 Developing yourself and others

Manage Evaluators Close x

Except for the people your manager has chosen for you, you can invite your colleagues to evaluate you within the quota determined by HR. You can continue to make changes on users before the evaluation process is complete.

My Choices (2 / 5)

Search people

- Nicky Campos
Finance Team Lead
- Ihsan Nichols
Customer Success Specialist
- Ihsan Nichols
Customer Success Manager
- Romy Markham
Manager - User Experience
- Remi Galloway
Sales Manager
- Piper Ruiz
User Experience Designer

Cancel Invite

From the “Manage Evaluators” section, you can invite the people you want to be evaluated by searching panel. Until the selected people accept the invitations, you can dismiss those people. The acceptance status of the selected ones is displayed on the screen.

COMPETENCE – Evaluate

The screenshot shows the Wokr application interface. On the left is a blue sidebar with the 'Wokr' logo at the top. Below the logo, there is a search bar labeled 'Search in Wokr'. The main content area has a header with 'Review' and two status indicators: 'Review' (blue circle) and 'Evaluated' (green circle). Below this is a row of ten circular profile icons. The main content area is divided into two sections. The first section is titled 'Pending Invitation' and contains one invitation card. The card shows a profile icon, the text 'His/Her manager waiting for you to evaluate Piper Ruiz.', and two buttons: 'Reject' (grey) and 'Accept' (blue, highlighted with a red border). The second section is a list of employees to be evaluated. Each row contains a profile icon, the employee's name and title, and a status button with a dropdown arrow. The 'Evaluate' option in the left sidebar is highlighted with a red border.

Employee Name	Employee Title	Status
His/Her manager	waiting for you to evaluate Piper Ruiz.	Accept
Ihsan Nichols	Customer Success Manager	Evaluated
Remi Galloway	Sales Manager	Evaluated
Nicky Campos	Finance Team Lead	Review
Romy Markham	Manager - User Experience	Review

Click "Evaluate" under the "Competence" heading in the left menu. Evaluation invitations on this screen are accepted by clicking the "Accept" button or rejected by clicking the "Reject" button. By clicking on the invitation, you can view the competencies of the related person.

COMPETENCE – Evaluate

The screenshot displays the Wokr evaluation interface. At the top, there is a search bar and a user profile for Leo Grayson. Below this, a 'Review' section shows a list of user avatars. The main content area is titled 'Competence Assessment' and features a 'Review' button. The assessment is divided into two sections: 'Implementation/Result Oriented' (score 3.5/5) and 'Developing yourself and others' (score 4.43/5). Each section contains several behavioral statements with corresponding 5-point rating scales. The 'No Idea' option is highlighted with a red box in the 'Implementation/Result Oriented' section. A 'Send' button is also highlighted with a red box at the bottom right of the assessment area.

Wokr Search in Wokr Leo Grayson

Review Review Evaluated

Romy Markham
Manager - User Experience Review

Competence Assessment

3.5/5 Implementation/Result Oriented

Approaches challenging tasks with an "I can do it" attitude. 1 2 3 4 5 No Idea

Takes personal effort to provide consistently increased performance levels. 1 2 3 4 5 No Idea

It has the ability to prioritize. 1 2 3 4 5 No Idea

Overcomes disabilities, difficulties and setbacks. 1 2 3 4 5 No Idea

Has the ability to focus on oneself and the team for solutions. 1 2 3 4 5 No Idea

Shows sensitivity to urgency in solving problems and getting the job done. 1 2 3 4 5 No Idea

Holds himself accountable and measurable. Holds individuals or teams accountable and measurable. 1 2 3 4 5 No Idea

4.43/5 Developing yourself and others

You can view the competencies selected by HR for the company and the competencies selected by your manager specifically for you and your team.

Send

Clicking on the cards of the people to be evaluated opens the scoring area. Individuals can be scored based on their behavior, or you can select the "I have no idea" option. After all the scores are made, you can complete the evaluation process by clicking the "Send" button.

COMPETENCE – Evaluate

The screenshot displays the 'Wokr' interface for 'Competence Evaluation'. At the top, there is a search bar labeled 'Search in Wokr' and a user profile for 'Leo Grayson'. Below this, a 'Review' section shows a row of employee avatars, some with green circles and some with blue circles. The main content area lists employees with their names and roles, and their evaluation status:

Name	Role	Status
Piper Ruiz	Customer Success Specialist	Evaluated
Romy Markham	Manager- User Experience	Review
Ihsan Nichols	Customer Success Manager	Evaluated
Remi Galloway	Sales Manager	Evaluated
Nicky Campos	Finance Team Lead	Review
Romy Markham	Manager - User Experience	Review

The sidebar on the left contains the 'Wokr' logo, a 'Competence' menu item with a star icon, and a 'Collapse' button at the bottom.

Employees whose evaluations are completed go into "Evaluated" status. Evaluations of employees with "Review" status are continued.

COMPETENCE – Competence Evaluation

The screenshot displays the Wokr application interface. On the left is a blue sidebar menu with the 'Wokr' logo at the top. Under the 'Competence' heading, the 'Competence Evaluation' option is highlighted with an orange border. At the bottom of the sidebar is a 'Collapse' button. The main content area has a search bar at the top with the text 'Search in Wokr'. To the right of the search bar is a user profile for 'Leo Grayson' with a notification bell icon. Below the search bar, there is an 'Evaluators' section with three status indicators: 'Accepted' (blue circle), 'Reviewed' (green circle), and 'Awaiting For Approval' (yellow circle). A 'Manage Evaluators' button is highlighted with an orange border. Below this is a message: 'No reviewer has been selected at the moment. By clicking the 'Manage Reviewers' button, you can ask as many people as HR to evaluate you.' The central part of the page features an illustration of a person in a yellow shirt sitting at a laptop, surrounded by various data visualization icons like charts, graphs, and a heart. Below the illustration, a text box explains: 'For now, you don't have any competency that you can evaluate. You can see your competencies once they are selected by HR and your manager.'

Click the “Competence Evaluation” button under the “Competence” heading in the left menu. The person can view the people who will evaluate, manage the evaluators, and examine which competencies they will be evaluated. By clicking the "Manage Evaluators" button, the evaluator can be selected.

COMPETENCE – Competence Evaluation

The screenshot displays the Wokr application interface. On the left is a dark blue sidebar with the 'Wokr' logo at the top, a search bar, and a 'Competence' menu item. The main content area is titled 'Evaluators' and shows a status filter (Accepted, Reviewed, Awaiting For Approval) and a message: 'No reviewer has been selected at the moment. By clicking the 'Manage Reviewers' button, you can ask as many people as HR to evaluate you.' Below this is an illustration of a person at a laptop with various data charts and icons. A text box at the bottom of the main area reads: 'For now, you don't have any competency that you can evaluate. You can see your competencies once they are selected by HR and your manager.'

Overlaid on the right is a 'Manage Evaluators' modal window. It contains an information icon and text: 'Except for the people your manager has chosen for you, you can invite your colleagues to evaluate you within the quota determined by HR. You can continue to make changes on users before the evaluation process is complete.' Below this is a section titled 'My Choices (2)' with a search bar and a list of five users, each with a checkbox and their name and role:

- Nicky Campos, Finance Team Lead
- Ihsan Nichols, Customer Success Specialist
- Ihsan Nichols, Customer Success Manager
- Romy Markham, Manager - User Experience
- Remi Galloway, Sales Manager
- Piper Ruiz, User Experience Designer

At the bottom of the modal are 'Cancel' and 'Invite' buttons.

Clicking the "Manage Evaluators" button opens the side screen. From this screen, the person can call the people he/she wants to evaluate him/herself and send an invitation. You can view the acceptance and evaluation status of users from the Evaluators section.

COMPETENCE – Competence Evaluation

The screenshot displays the Wokr interface for a competence evaluation. The top navigation bar includes the Wokr logo, a search bar, and the user profile for Leo Grayson. Below this, there is a section for 'Evaluators' with status filters (Accepted, Reviewed, Awaiting For Approval) and a 'Manage Evaluators' button. The main content area is titled 'Evaluation Results' and features a radar chart with eight axes: Communication Skills, Teamwork, Leadership, Decision Making, Time Management, Knowledge, Values & Attitudes, and Problem Solving. The 'Communication Skills' axis is highlighted in blue. To the right of the chart, a detailed view of 'Communication Skills' is shown, listing four specific competencies with their respective scores out of 5.

Competency	Score
Exchanges information with the right people, with the right tools, in a complete manner.	4.25/5
Pays attention to company standards and rules in written and verbal communication.	3.50/5
Gives importance to listening, listens actively to the other person.	4/5
Understands difficult and complex messages and makes others understand too.	4/5

When the evaluation period is completed, you can see the evaluation results on the graph. You can view the competence detail scores by clicking the competencies on the graph.

REPORTS

Wokr Search in Wokr Leo Grayson

OKR Reports

[OKR Summary Report](#) [OKR Detail Report](#) [People Who Have Not Assigned OKR](#)

In OKR Summary Reports, you can reach the OKR definition and progress status by selecting company, term and department within the chosen date range in the OKR Report. You can filter OKR statistics by company, department and date range.

Company / Department: Twiser Demo x

Period (Performance Year): 2021 x

[Filter](#) [Clean Filter](#) [Detail Filter](#)

[Export to Excel](#)

Company	Department	Performance Year	Number of Department OKRs	Cumulative OKR Count	Individual	Cumulative Individual	Team	Cumulative Team	Development
+ Twiser Demo	Headquarters	2021	11	116	0	35	8	40	3

Under the “Reports” heading in the left menu, you can view the other module reports. You can reach summary and detailed reports and make detailed filtering. You can filter it by clicking the “Filter” button, clear it by clicking the “Clean Filters” button. You can export the reports to Excel by clicking the “Export to Excel” button.

We are here to answer your questions at any time!

<t.wiser>

