## How do I view my completed appraisals?

- Log into <u>PeopleAdmin</u> with your Delta login credentials.
- Select the three blue dots in the upper left-hand corner of the page to expand the menu.
- Click the **Employee Portal** link. This takes you to the "main page" for Performance Management.
- Click on the My Reviews link in the left-hand navigation area.
- All of your appraisals will display, click on the one you would like to view.
- Choose the "Supervisor Evaluation" link or the "Employee acknowledges year end appraisal" link to view the appraisal.