



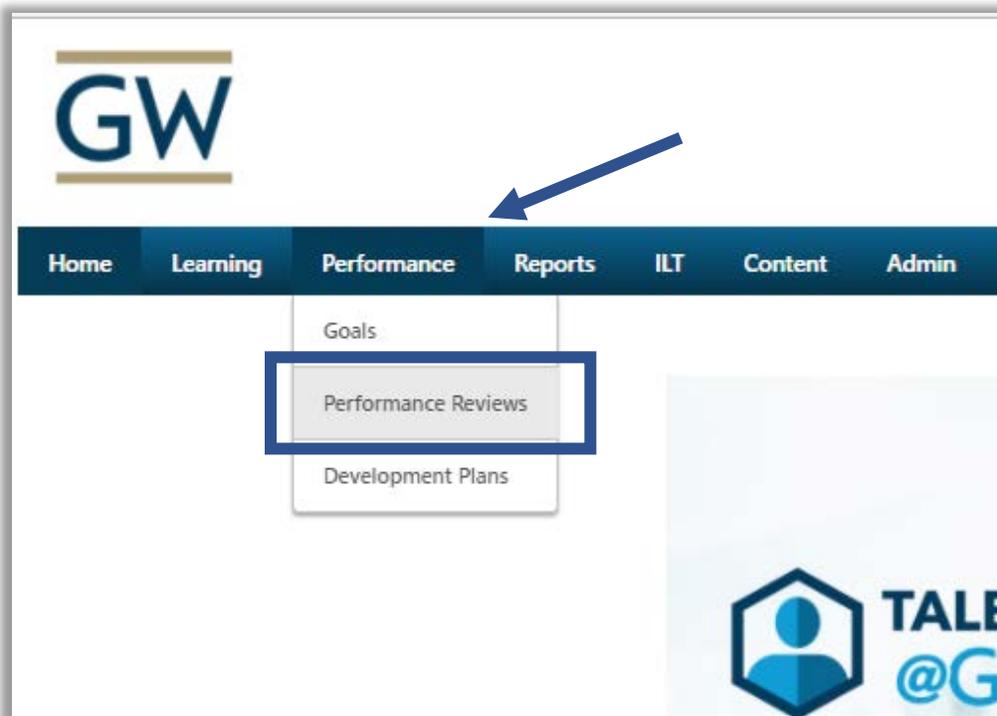
TALENT
@GW

How to View or Print your Performance Review

There are two different ways you can view your performance review. You can view your performance review from your Universal Profile or from the Performance tab. You can find both methods below.

How to View your Performance Review from the Performance tab:

1. Log in to Talent @ GW by visiting go.gwu.edu/talentatgw
2. Hover over Performance then **Performance Reviews**



3. Select **My Personal Reviews**

GW

Home Learning Performance Reports ILT Content Admin Help

Performance Review Summary - Edith Washington

My Assigned Reviews **My Personal Reviews**

Title: [Q Search](#)

Show completed and expired tasks

Title
View and Sign Performance Review

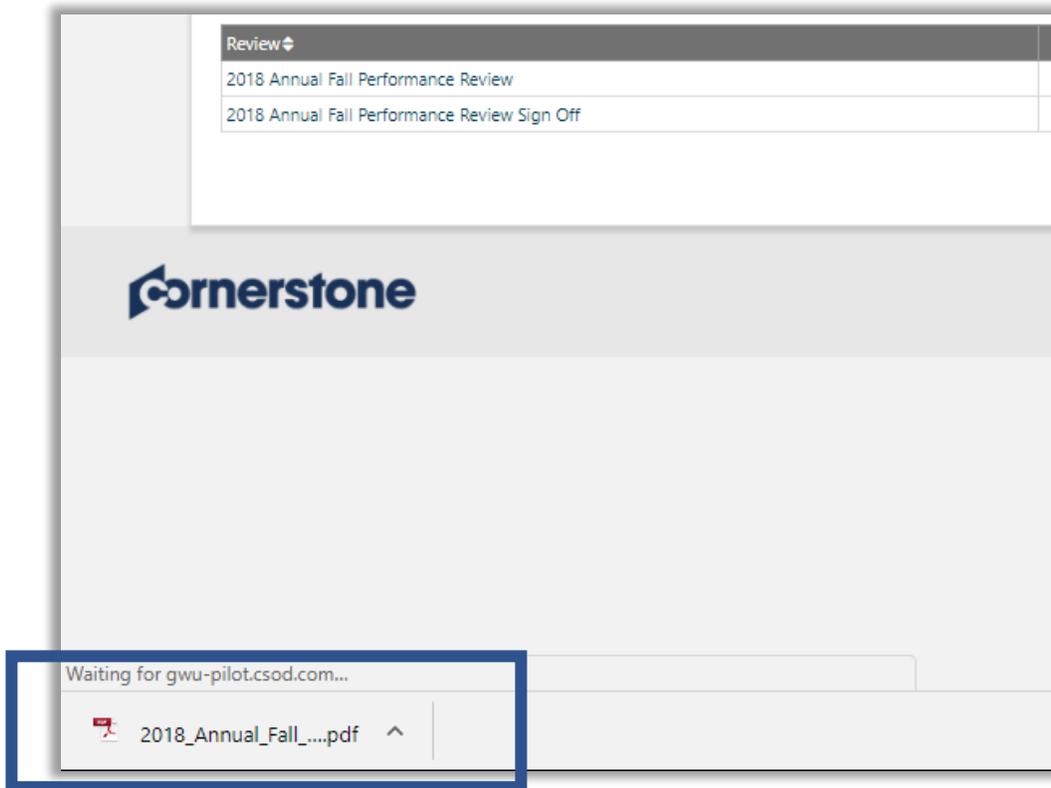
4. To view the entire review with comments, click the name of the review. You can also view your rating, if there is a rating assigned.

Performance Review Summary - Edith Washington

My Assigned Reviews My Personal Reviews

Review	Review Period	Start Date	Completion Date	Task Status	Rating
2018 Annual Fall Performance Review	9/1/2017 - 8/31/2018	10/19/2018	10/19/2018	Complete	Fully Achieves Expectations

1. The review will download. Click to open the PDF. Once the review is downloaded, you can save to your computer or print.



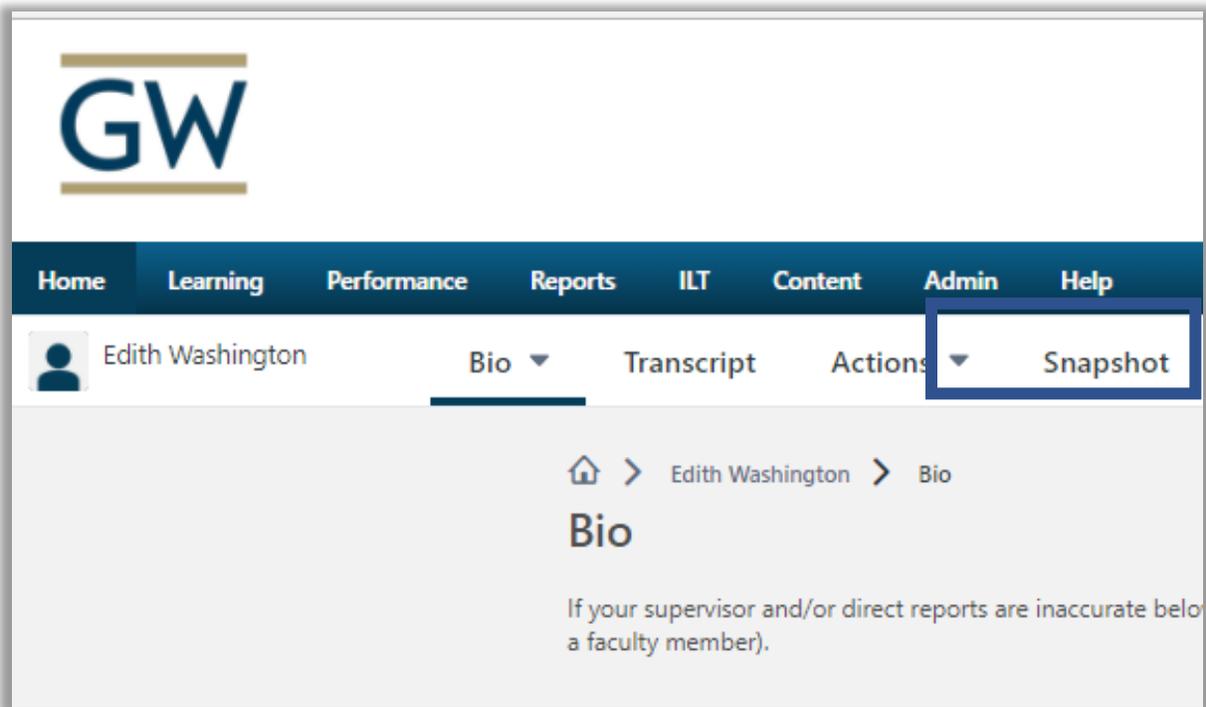
Note: if you are having trouble downloading the review, check the settings on your browser.

How to View Your Performance Review in Universal Profile

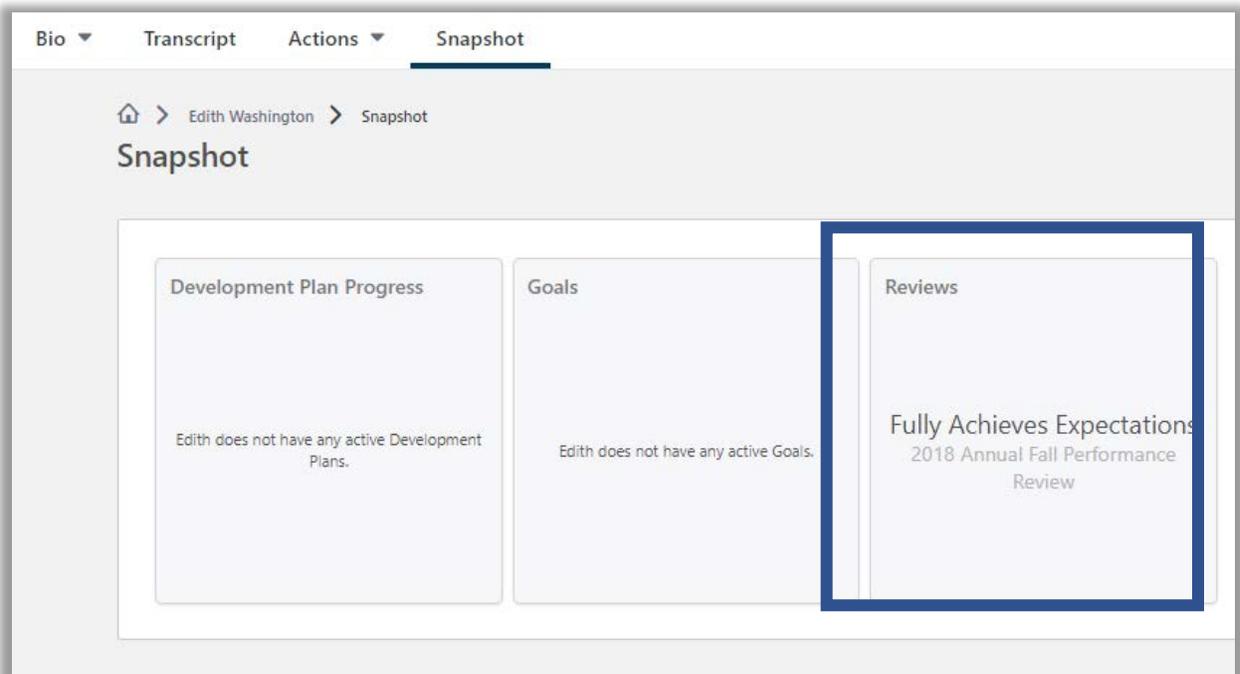
1. Log into Talent @ GW by visiting go.gwu.edu/talentatgw
2. Hower over **Home**, then select **Universal Profile**



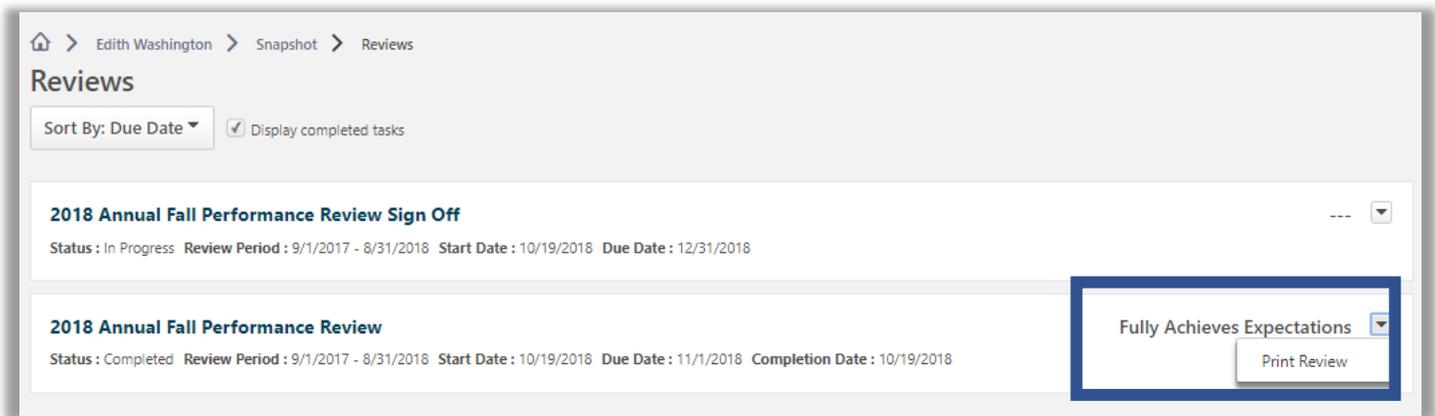
3. Select **Snapshot**



4. View your rating under Reviews. Click to view the entire performance review.



5. Click the arrow next to the performance rating. Click Print Review.



6. The review will download. Once the review is downloaded, you can save to your computer or print.



Note: if you are having trouble downloading the review, check the download settings on your browser.