MPP Evaluation (Evaluator Guide)

This guide is designed to assist evaluators in the process of completing and submitting performance evaluations for employees using the Kuali Build platform. Follow these steps to ensure a smooth evaluation process.

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Click on the link below to access the MPP Evaluation.

Link to evaluation (https://csub.kualibuild.com/app/65d4feb6f9a011013b2e22c8/run)

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You will be directed to a secure login page. Enter your CSUB Credentials (Email and Password).

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Once logged in, you will be able to see the performance evaluation. Take your time to thoroughly complete the evaluation.

Begin drafting the evaluation by filling out the required fields and providing your assessment of the employee's performance.

Click **#   #**once completed, and you are ready to schedule your meeting with with the employee.

You can access your draft at any time by clicking the following link.

Link to drafts (https://csub.kualibuild.com/build/my/drafts)

2. Attach the rebuttal in attachment section of the form.

3. Once attached, click "Submit" to route the form to the employee for acknowledgment.

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If you have any questions about the evaluation process, please contact ! ! at hr@csub.edu or ! .