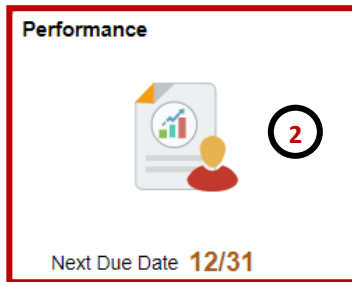
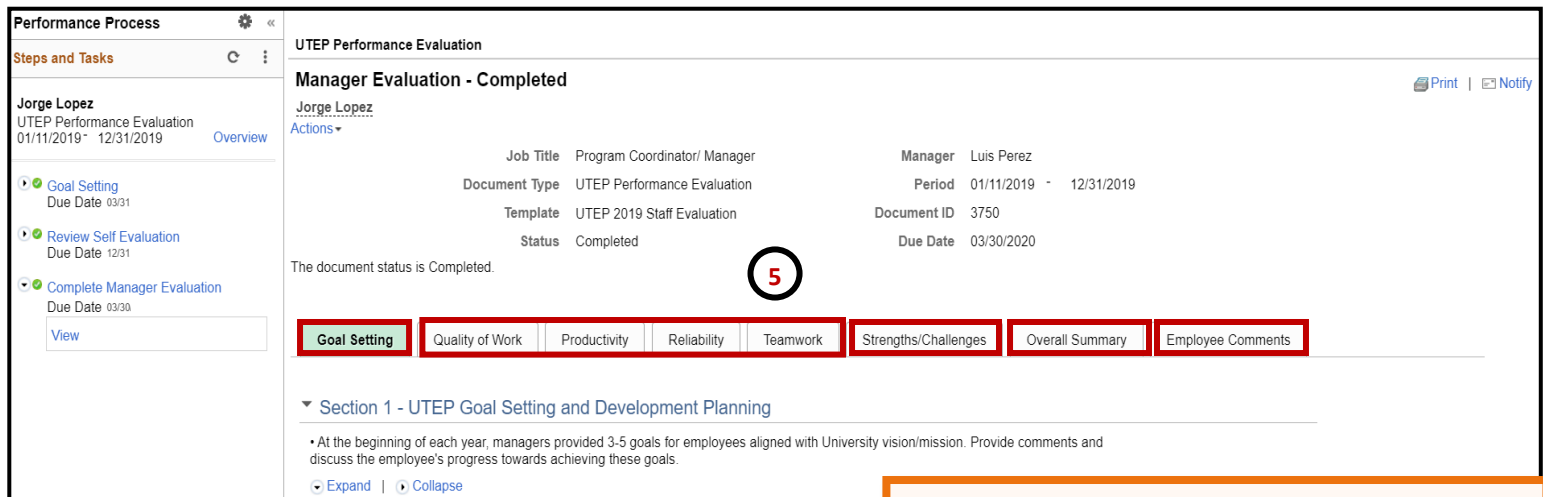
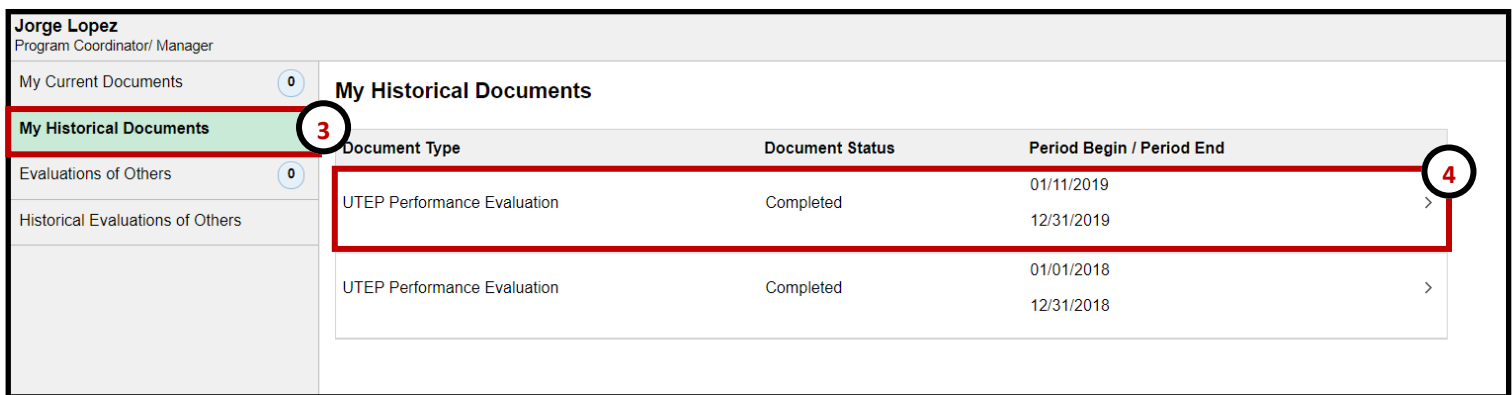


Employee - Historical Documents

Employees can view their completed staff evaluation(s) under Historical Documents.



1. From the PeopleSoft homepage, select the **Employee Self Service** option from the dropdown.
2. Select the **Performance** tile.
3. From the side panel, select **My Historical Documents**.
4. Select the **evaluation document** you would like to review.



5. Use the following **tabs** to review each section of the evaluation.