

Manager Evaluation Form Sample

For Remote Teams

This **manager evaluation form sample** is designed specifically for remote teams, enabling effective assessment of leadership skills and team performance. It includes clear criteria and structured feedback sections to support continuous improvement and remote collaboration. Utilizing this form helps managers identify strengths and areas for growth within their virtual teams.

Manager & Team Information

Manager Name:	<input type="text"/>
Team/Department:	<input type="text"/>
Evaluation Period:	<input type="text"/>

Assessment Criteria

Criteria	Description	Rating (1-5)
Communication	Effectively communicates with the remote team, providing clarity and timely updates.	<input type="text"/>
Team Collaboration	Encourages teamwork and collaboration within the virtual environment.	<input type="text"/>
Goal Setting & Tracking	Sets clear goals, monitors progress, and adapts as necessary for remote workflows.	<input type="text"/>
Availability & Support	Is readily accessible to remote team members and provides needed support.	<input type="text"/>
Feedback & Recognition	Provides constructive feedback and recognizes team achievements.	<input type="text"/>
Embracing Remote Tools	Effectively uses digital tools to manage and coordinate remote teams.	<input type="text"/>

Strengths Observed

Describe the manager's key strengths in leading remote teams...

Areas for Improvement

Identify areas where the manager could further develop...

Additional Comments

Any other observations or suggestions...

Submit Evaluation