



# Performance Snapshot

## Period

Adjust the columns to how you prefer to compare the data.

This template prints on standard letter paper (8.5" x 11"). If you want to add more content, change the Paper Size using PAGE LAYOUT to Legal paper, or add a second page to the report. It can also be saved as a PDF.

		Year		
Indicators		Quarterly Results	Quarterly Target	Annual Target
Area 1	Indicator 1a			
	Indicator 1b			
	Indicator 1c			
Area 2	Indicator 2a			
	Indicator 2b			
	Indicator 2c			
Area 3	Indicator 3a			
	Indicator 3b			
	Indicator 3c			

It may be helpful to group the indicators in a way that makes sense to your organization.

You can delete or add rows, as needed.

It can be useful for your audience to see some interpretation of the results that provides context.  
It can also be useful to reference your operational plan or other document that shows why you have the targets that you do.  
A short impact story can complement the indicators you present.

Use this space for restating goals, interpreting results and/or including a short impact story.