

# BETTER because of YOU

## Fairview Employee Engagement Check-In Survey

### Accessing and sharing results with your team

This resource outlines five simple steps to view, share, and discuss check-in survey results with your team.

#### 1 Get your team's check-in survey results

Leaders with at least **five** respondents will have results available for review.

- ✓ Access your results from [Wills Towers Watson \(WTW\)](#) or through [Power BI](#).

#### 2 Compare your check-in survey data to your full survey results

If you met the requirements to receive Engagement Survey results in February, you should see this historical benchmark in your Engagement Survey Check-In results.

- ✓ How do your scores compare? How have they improved since February?
- ✓ What changes has your team experienced and how might that be influencing results?
- ✓ What actions from your Engagement plan have you taken and how might they be influencing results?

#### 3 Reflect on progress towards your People Engagement goal

With your team, you should have identified a minimum of **one** People Engagement organizational goal, entered the goal into Talent Connect, and then developed an Engagement action plan.

- ✓ What progress have you made towards your Engagement goal and action plan?

#### 4 Share and discuss the check-in survey results with your team

In a team meeting, share the check-in survey results and revisit your Engagement action plan. Use the following questions to guide your discussion:

- ✓ What patterns do you notice?
- ✓ **If scores improved.** What has gone well since the last survey?
- ✓ **If scores have decreased.** What is not going well? What barriers are you experiencing?
- ✓ What tactics in our Engagement action plan are working? What can we do differently?

#### 5 Share your appreciation with your team

Thank your team for taking the survey and discussing the results.

- ✓ Reinforce the importance of the survey because sharing their experiences is what helps the team create positive change.
- ✓ Remind your team that the full survey will launch once again at the beginning of the next calendar year.