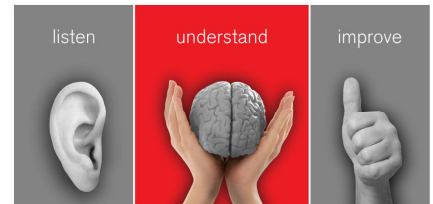


# Helping you on your journey through the Best Companies process

Presentation supporting notes - Understand



## Post Survey – Workplace Insight Tool (WIT) Workplace Insight Tool

Organisations surveying their employees using the Best Companies methodology will benefit from comprehensive survey feedback through the Workplace Insight Tool (WIT). This tool enables a detailed analysis of the correlation of workplace engagement and areas which can be targeted for change. Many organisations have found this highly specific feedback to be essential to their journey of improvement.

### Survey Results

When WIT is activated the Survey Results step will become active.

### Register WIT Users

From here you have the opportunity to select three individuals from your organisation who you would like to have access to your Employee Survey data.

### Book Survey Insight

Post survey you have the opportunity to receive a FREE 20 minute insight into the Workplace Insight Tool using your survey data. At the end of the insight session you will understand how to effectively navigate around the Free Summary data enabling you to maximise your employee survey data.

### Upgrade WIT

In addition to the Free Summary data, you have the opportunity to purchase further detailed insights into your scores. Depending on the level of feedback required, you can view results by all survey questions, filter the data demographically (e.g. by salary band, employment group, length of service), compare survey results with a range of significant benchmarks.

### Summary Data BCI Score

You can view your Best Companies Index (BCI) score through the Workplace Insight Tool. *This is included in the Free Summary data.*

### Summary Data Executive Summary

The Executive Summary summarises your employee data. It includes the number of Employee Surveys distributed and returned and shows your highest ranking and lowest ranking factors and the strongest and weakest questions within those factors. This is a good starting point when looking at your data. *This is included in the Free Summary data.*

### Overall By Factor

The Overall by Factor chart shows the scores for each factor for all employees. Some factors will naturally score higher than others. It can be particularly useful here to compare your factors to a relevant benchmark to see if your organisations pattern of results is normal. *This is included in the Free Summary data.*

The bottom axis shows the eight factor model; the left axis is a scoring range ranging from 1 – 7. The maximum score possible is 7 and the minimum 1. A score of 7 represents strong agreement with all positively phrased questions and strong disagreement with all negatively phrased questions. *This is included in the Free Summary data.*

### Benchmarking

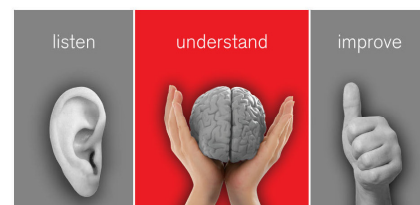
Benchmarking allows you to compare your scores against the average scores of organisations that entered and completed the entire survey process. Your Free Summary of data will include a range of benchmarks. *This is included in the Free Summary data.*



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## Factor Response Profile

All participating organisations have the ability of viewing the percentage of employees who made different levels of positive, neutral or negative responses within each factor (response profile). *This is included in the Free Summary data.*

## Employment Groups

Employment Group filtering will enable you to see your overall by factor score by the Employment Groups you selected during the stages of distribution. *This is included in the Free Summary data.*

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## My Manager by Question

The Workplace Insight Tool will enable you to drill down into each factor, to view the questions in that factor. You can also drill down further into each question to view the response scale. This will enable you to see exactly how positive employees are towards the question. *Available as an optional upgrade.*

## Overall by Job Grade Level

Demographic filtering enables you to view your employee data for different demographic categories of employees. Job Related Demographics include job grade, salary band, years of service. Personal Demographics include age and sex. *Available as an optional upgrade.*

## Overall by Years of Service

Demographic filtering enables you to view your employee data for different demographic categories of employees. Job Related Demographics include job grade, salary band, years of service. Personal Demographics include age and sex. *Available as an optional upgrade.*

## Overall by Salary Band

Demographic filtering enables you to view your employee data for different demographic categories of employees. Job Related Demographics include job grade, salary band, years of service. Personal Demographics include age and sex. *Available as an optional upgrade.*

## What do you think would make this a better workplace?

In the survey employees are invited to respond in their own words to two open questions; "what do you think makes this a great workplace" & "what do you think would make this a better workplace". These comments can give a very direct view of organisational issues. Responses to these two questions can be viewed in WIT. They can also be filtered by Employment Groups. *Available as an optional upgrade.*