

Certainly! Here's a simple example of a forward-focused performance review speech:

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Hi [Employee's Name],

Firstly, I want to express my appreciation for your hard work and dedication over the past year. Your consistent efforts have been crucial in moving us toward our goals.

As we look ahead, I'd love for us to set some exciting objectives for the upcoming year. One area where we can focus is [specific area]. Improving here could really amplify your impact on the team.

Let's also discuss any support or resources you feel would help you excel further. I believe with your potential, and by working together, we can achieve some fantastic results.

I'm looking forward to seeing how you will grow and contribute in the coming months. Let's plan our next steps to make this a successful journey.

Thank you for being such a vital part of our team!

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This speech encourages commitment by acknowledging past achievements while focusing on future development and support.