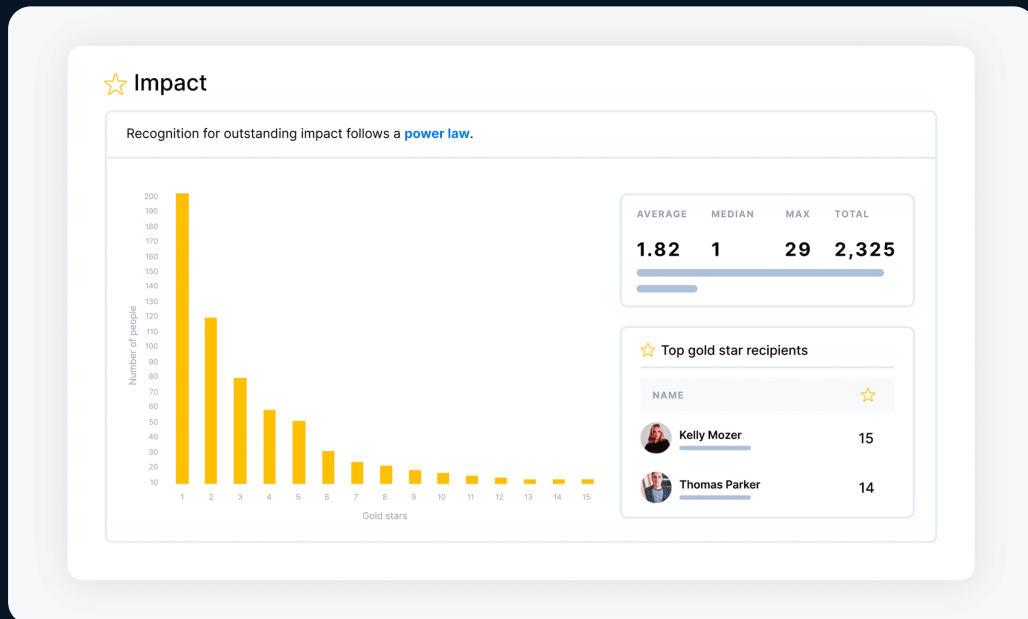


PRODUCT UPDATE · NEW

Introducing Calibration Views

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Introducing Calibration Views

Structure, share, and document calibration sessions – all in Confirm

We've launched **Calibration Views**, a powerful new way for HR teams and calibration leaders to configure, run, and document calibration sessions directly within a performance cycle. Get out of spreadsheets, enable pre-calibration with all your custom data, and more.

Calibration Views make it easy to define who participates, what data is shown, and how calibration decisions are tracked – all with full transparency and auditability.

It's also a way to enable fully asynchronous calibration conversations, allowing you to vote and share concerns, even in a way that only the HRBP leading the calibration will see your comments (to enable psychological safety).

Why This Matters

Calibration often happens across multiple leaders, layers, and sessions. Until now, teams have had to rely on exports, spreadsheets, and side conversations to prepare and document decisions.

Calibration Views bring that process into Confirm – so discussions, rating changes, comments, and context all live in one place.

What You Can Do with Calibration Views

Create Custom Calibration Views

Navigate to **Surveys & Performance** → **Calibration** to create a new view.

When setting up a view, you can define:

- **Owner** (automatically assigned to the creator)
- **Administrators**
- **Reviewers**
- **Reviewees** (the employees being calibrated)
- **Due date**
- **Purpose & scope**
- **Lifecycle status** (Draft → Live → Complete)

Each view is fully configurable and scoped to a specific performance cycle.

Define Roles & Control Access

Calibration Views introduce view-level roles:

- **Owner** – Full control of the view

- **Administrator** – Can calibrate ratings and custom questions
- **Reviewer** – Can participate in discussion via calibration comments
- **Reviewee** – Represented in the table but does not participate

Access is tightly controlled:

- Only assigned participants can access a view
- If someone is both a calibrator and a reviewee, their own row is automatically hidden
- When a view is marked **Complete**, calibration and comments are locked

Customize What Data Is Shown

Each Calibration View has configurable columns, allowing you to decide exactly what participants see.

You can include:

- Manager ratings
- Calibratable custom question responses
- Performance data
- Other selected fields from the cycle

Column visibility is specific to each view. HR Admins can also set global column defaults across the campaign (if enabled).

Threaded Calibration Comments & Full History

Calibration Views support structured discussion:

- Add calibration comments directly within the view
- Track who made changes and when
- Maintain a clear paper trail of rating updates and context
- Preserve full calibration history for auditability

As ratings or calibratable fields are adjusted, the most recent value becomes final – but previous values remain traceable.

This ensures transparency without cluttering the final performance profile.

Persisted Data Across Views

If the same employee appears in multiple Calibration Views within a cycle, their calibration history and updates persist consistently.

This allows leaders at different levels to:

- See prior comments and context

- Build on earlier discussions
- Maintain alignment across calibration layers

Integrated with Team Dashboard & Key Takeaways

Calibration Views integrate directly with the broader performance experience:

- View-specific filters apply within the Team Dashboard
- Calibration groups can be analyzed alongside ONA insights and performance data
- Exports reflect the configured view and applied visibility rules

Built for Governance & Auditability

- Status-based lifecycle controls (Draft, Live, Complete)
- Role-based access enforcement
- Self-exclusion rules to prevent bias
- Complete change logs and traceability
- Shareable links that respect permissions

How to Get Started

1. Go to **Surveys & Performance** → **Calibration**
2. Click **Create New Calibration View**
3. Define participants, scope, and columns
4. Set the view Live when ready to begin calibration

Calibration is one of the most important – and sensitive – steps in performance management. With Calibration Views, you can run structured, transparent, and well-documented sessions without leaving Confirm.

As always, we welcome your feedback as we continue refining the experience.

[Learn more](#) >