

Team Performance Report

Team Information

Team Name:

Reporting Period:

Date:

Objective(s)

Performance Metrics

Metric	Target	Actual	Comments
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Key Achievements

Areas for Improvement

Action Plan & Next Steps

Additional Comments