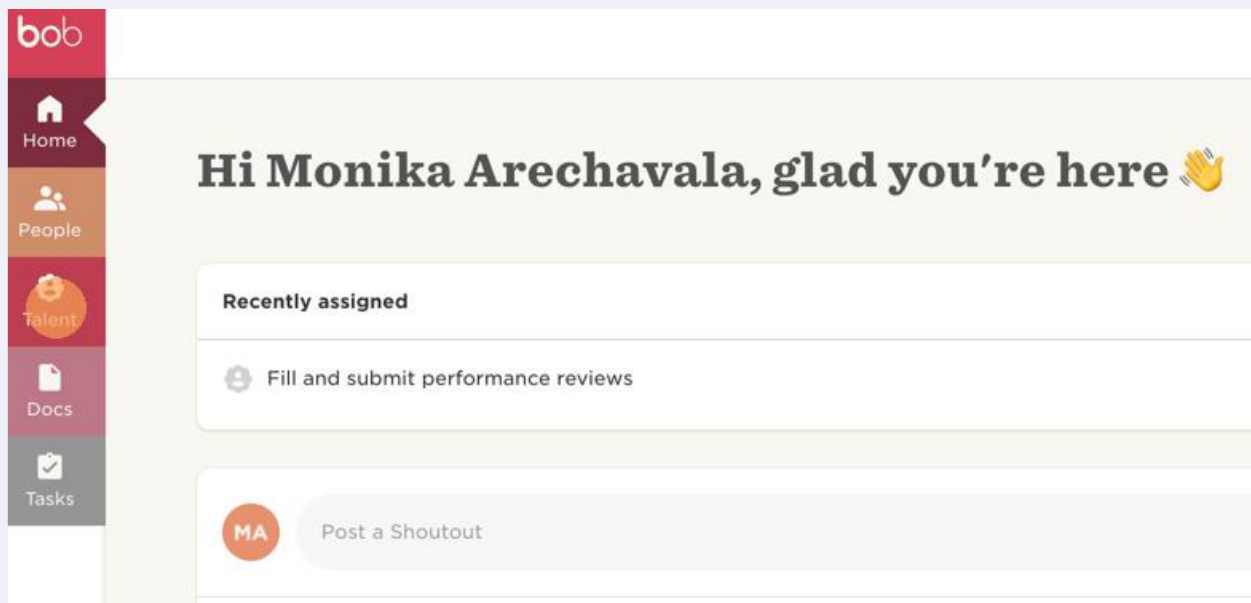


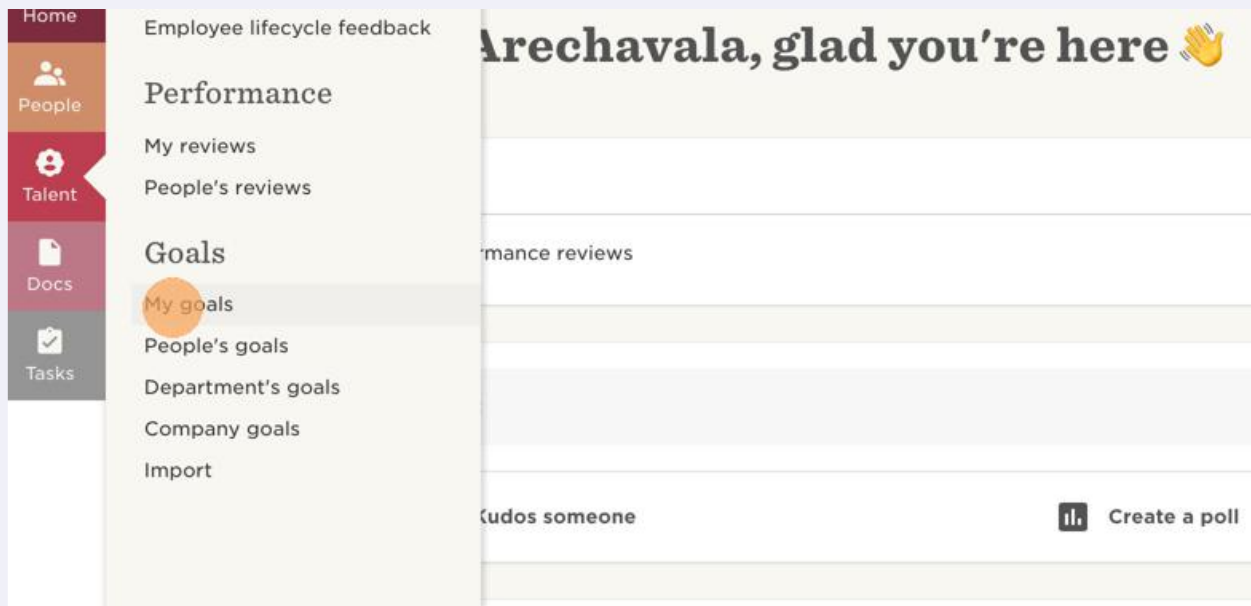
Updating Goals in bob (Copy)

1 Navigate to <https://app.hibob.com/home>

2 Click "Talent"



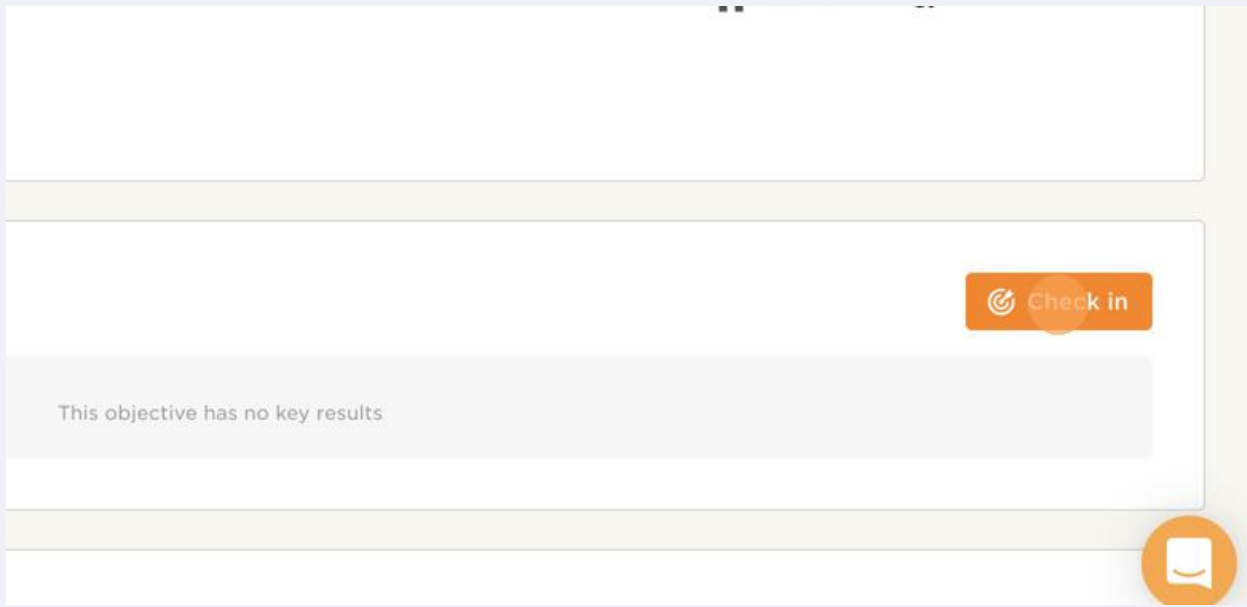
3 Click "My goals"



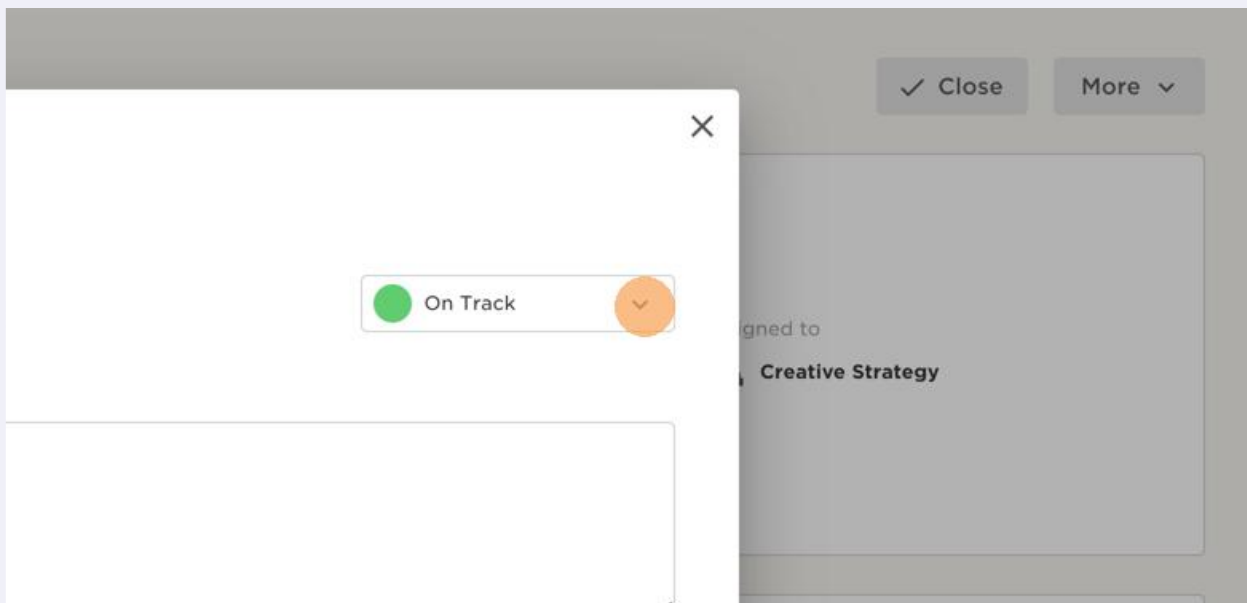
4 Click on each of your Goals



5 Click "Check in"



6 Select whether your Goal is On Track or Off Track



7

Regardless if On Track or Off Track use this text box to update how you are pacing on target or off-target. If off, give a brief explanation of why, any issues you've run into & how you are attempting to solve them.

The screenshot shows a form for updating a goal. The 'Goal name' field contains '(Pod 2) 100% Contract Fulfillment'. The 'Check in note' field is empty and contains a placeholder 'Type..'. A dropdown menu is open, showing three options: 'On Track' (green circle), 'On Track' (green circle), and 'Off Track' (red circle). The 'On Track' option is selected. The form also includes 'Cancel' and 'Check in' buttons at the bottom right.

8

Click "Check in" to finish updating your Goal.

The screenshot shows a confirmation dialog box with 'Cancel' and 'Check in' buttons. The 'Check in' button is highlighted in orange. The background shows a blurred view of the goal update form, including the 'Check in' button.