Recognition Ideas

So here is a simple checklist of questions to ask before recognizing someone (I’m speaking here of the more formal kind of recognition, not the day-to-day types of recognition that is so critical when it comes to motivating and inspiring people at work) in your workplace to help make the recognition as meaningful as possible:



**Who?**Who would the person most appreciate receiving the honor from? Perhaps it’s a colleague, an employee, the entire team, a valued customer or family member.

**What**does the honoree truly value? What are their personal passions or charity interests?  Can you contact an employee’s family member for input? (Although surveys show that employees say they would prefer to have cash bonuses, studies and follow up surveys reveals that meaningful gifts, especially those involving experiences, are actually deemed more valuable, meaningful and memorable.)

**When and Where?**Is the honor being bestowed in a timely enough fashion to be meaningful and in a location that is special to the person?

**Why?** Does everyone understand the rationale for the honor and how it links to your team’s success and the overall success/purpose of your organization?

**How?**Is the honor being bestowed in a manner than the person would appreciate? Some employees will revel in a public parade, but many are horrified at the prospect, so make sure you really understand the tone the person would most appreciate: Private or public? Understated or overstated? Disco-themed rollerblading bash or British-style tea and crumpets?

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