CONTRIBUTION RECOGNITION AND SPECIFIC APPRECIATION

Recognize the contribution while the work is still fresh.

Choose useful completed work, review a specific appreciation draft and send a direct thank-you, with any reward handled through its own configured program.

Choose the contribution > Review the message > Send your thanks



Recognize the helpful work with a message the sender has reviewed.

Pay only when you see results

Agree the outcome for your first workflow with our team.

SELECTED CLIENTS FEATURED BY SKILLSMITH

verizon KEYSIGHT TECHNOLOGIES AMERICAN EAGLE Berkeley UNIVERSITY OF CALIFORNIA

YOUR TEAM / THE DECISIONS THAT MATTER

A clear decision from contribution to appreciation

O*NET provides the production-supervisor task context. Your site assigns the sender, contributor and program responsibilities.

Your role	The contribution	SkillSmith support
Production supervisor	Recommend or implement measures to motivate employees and to improve production methods, equipment performance, product quality, or efficiency.	Inspect the completed contribution and choose a specific message.
Contribution reviewer and sender	Decide what to recognize and what to say.	Review the private suggestion and its direct recipient, then edit, send or dismiss it.
Contributor	Receive appreciation for the recorded work.	Use the direct conversation and set a preference for appreciation suggestions.
Recognition program owner	Apply the site's program and reward rules.	Keep program visibility, approval, claims and fulfilment in the configured route.

Name the helpful action in the thank-you

Jordan reported the scanner-cable hazard and helped check the corrected walkway route. The manager can thank Jordan for those specific actions while the work is fresh.

A specific contribution and a recorded thank-you

01 Choose the contribution	02 Review the private draft	03 Send the appreciation
What did this person contribute?	Does this message fairly describe the contribution?	Is the reviewed message ready for this contributor?

In this example, the helpful contribution and the thank-you are recorded, with no reward claim required.

O*NET includes recommending measures to motivate employees in a production supervisor's responsibilities. A useful starting point here is the work the person actually contributed and the manager's review of that record.

Explore production-supervisor responsibilities

CONNECTED WORK / PREPARED PLAYBOOKS

Turn completed work into a reviewed thank-you

Your manager selects a completed contribution, reviews a private draft and chooses whether to send it directly to the contributor. The message stays tied to the work being recognized.

01 Choose the contribution

Select an eligible completed contribution and inspect its source. In the walkway example, the useful contribution is reporting the scanner-cable hazard and helping check the corrected route.

What did this person contribute?

02 Review the private draft

Prepare appreciation from the selected contribution. Review and edit the private draft, confirm the direct recipient and keep the message specific to the actions supported by the work record.

Does this message fairly describe the contribution?

03 Send the appreciation

The manager chooses to send the reviewed message in a direct conversation. If the site wants to recognize the contribution through its reward program, start that separate process under the configured rules.

Is the reviewed message ready for this contributor?

Appreciation support and a separate reward program

Use the helper for the private thank-you. Use the recognition playbook separately when your team wants program recognition or a configured reward.

Appreciation Suggestions - Prepare a private draft from completed-work evidence for a person to review and send.

Recognition and optional reward - Record program recognition, then use approval, claim and fulfilment steps where a reward profile is configured.

YOUR SYSTEMS / INTELLIGENT ASSISTANCE

Keep the contribution connected to the message

Completed-work evidence informs a private appreciation draft. Your manager reviews the source and wording, then sends a direct message; any program recognition follows its own configured route.



Choose completed work, then prepare a private appreciation draft.

Eligible completed-work record A sender selects useful completed work.	Prepare a private appreciation suggestion linked to that contribution.
Sender-reviewed appreciation The sender confirms wording and direct recipient.	Send the message to the contributor in a direct conversation.
Configured recognition and reward resources The team chooses program recognition.	Start the separate recognition process and apply any configured reward rules.

Help with follow-up and changes

Appreciation Suggestions

Thank a colleague for a useful completed contribution.

Choose completed work, prepare a private draft and review the wording and direct recipient before sending. The sender can edit or dismiss the suggestion.

YOUR DELIVERY PLAN / OUR TEAM

Start with a contribution worth recognizing

Bring a recent piece of completed work and the person who can review it. We walk through a specific thank-you and the sharing route your team wants to use.

01 Choose useful completed work

Bring a contribution record and its source task. Name the manager who can explain what the person did and why the team wants to recognize it.

A clear contribution and a responsible reviewer.

02 Review a specific draft

Prepare appreciation from that contribution. Check the wording against the record, edit it in the manager's voice and confirm the direct recipient.

A private message grounded in the work.

03 Agree the recognition route

Walk through the reviewed direct message. If your site runs a reward program, separately review the recognition form, policy and claim responsibilities.

A clear route for thanks and any optional program decision.

We are here to help



Rohit Singh

VP of Strategic Partnerships



Brent Jackson

Director of Customer Success

Bring us the work your team wants to improve. We'll walk through your instructions, responsibilities and review criteria, then show how our platform can support that work.

WHY SKILLSMITH / YOUR NEXT STEP

Build on the useful work your team already records

Your completed-work records and existing recognition approach give us the starting point. We help connect the contribution, private draft and reviewed direct message, then map any configured reward program separately.

A thank-you with a clear basis

Bring the actual contribution into the manager's recognition decision.

A message in the sender's voice

Review and edit the private suggestion before sending it directly.

A clear optional reward path

Use the site's configured program for approval, claims and fulfilment.

A question teams often ask

What makes the thank-you specific?

Name the useful action supported by the source work. In the walkway example, thank the person for reporting the cable hazard and helping check the corrected route. Review the wording in the manager's own voice before sending.

Let's recognize a useful contribution together

Bring a recent completed-work record. We'll prepare a specific thank-you, review its wording and direct recipient, and show any optional program steps separately.

- A recent completed contribution and its source
- A private appreciation draft and the direct recipient
- The manager's wording review and send decision
- Any separate recognition program and reward rules

Request a demo

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