Fact Sheet

Communicating the Exit Process

LastOpinion

great{with}talent

What is LastOpinion?

LastOpinion® is a short 'open' format online exit interview questionnaire which explores the reasons underpinning an individual's decision to leave in a structured and objective way.

Short Description

LastOpinion® is a short 'open' format online exit interview questionnaire which explores the reasons underpinning an individual's decision to leave in a structured and objective way. The Leaver Exit Profile Report helps to HR professionals to conduct a more effective exit interview and group based reports provide a strategic overview of the common themes and trends emerging from leavers. Questionnaire completion time is 10 minutes.

Why are we using it?

The data gathered from the LastOpinion questionnaire will enable us to gain a clearer picture of the factors which underpin an employee's decision to leave the company. Leaver data will also be analysed at a group level so that we can identify common themes or issues that arise across the organisation. This in turn will help us to reduce staff turnover by focusing interventions on the issues that are most important to our employees. The cost of replacing staff can be very high especially for those whose skills are in short supply so it makes sense to gain a better understanding of why people move on and where possible retain our staff.

Who are great{with}talent?

great{with}talent is a third party consultancy who are providing the online exit questionnaire. great{with}talent specialises in providing tools that help organisations understand the levels of engagement, commitment and intention to leave within its workforce.

By using an impartial third party to manage the exit interview process we hope that leavers will feel that they can be more open and honest than if they were having a direct face-to-face interview.

great{with}talent provides the data analysis and reports back to our organisation. The results will then be communicated back to the business, broken down by, for example, department or job role.

System Administrators: What do I have to do?

Your role in the process is to add leavers from the organisation to the great{with}talent Candidate Management system. Once the leaver has been added, the rest of the process is fully automated and requires little additional administration time. The process is extremely quick and should take no longer than one minute to complete.

All you will need to do is log onto the great{with}talent Candidate Manager. We recommend that you store this link as one of your online 'Favourites'. When adding a leaver we only need to provide the following:

- First name

- Last name

- Email Address

- Job Title

- Leaving date

As part of the service from great{with}talent, automated reminders will be sent to leavers as their leaving date approaches to encourage them to complete the questionnaire. The value of this questionnaire relies on getting sufficient numbers of leavers to complete it so that the results can be relied upon from statistical perspective. Therefore we need to secure high completion rates and your support and commitment to the process is critical.

Additional Information

Further information about great{with}talent can be found at www.greatwithtalent.com and more information about LastOpinion can be found at: www.lastopinion.com.