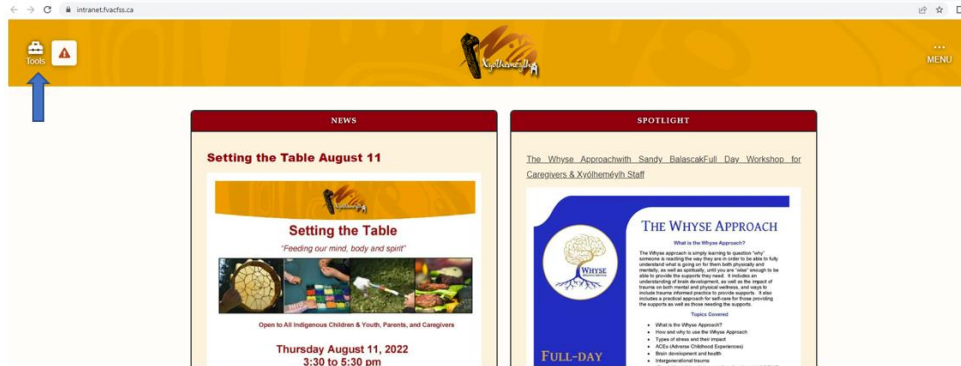




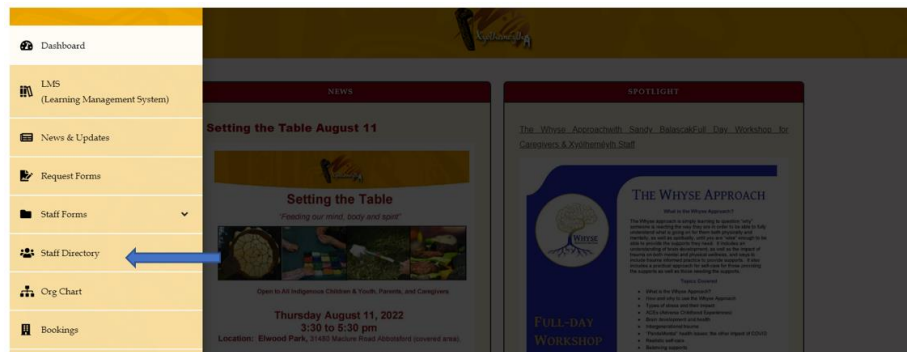
Fraser Valley Aboriginal Children and Family Services Society

H.E.A.R.T Card How To

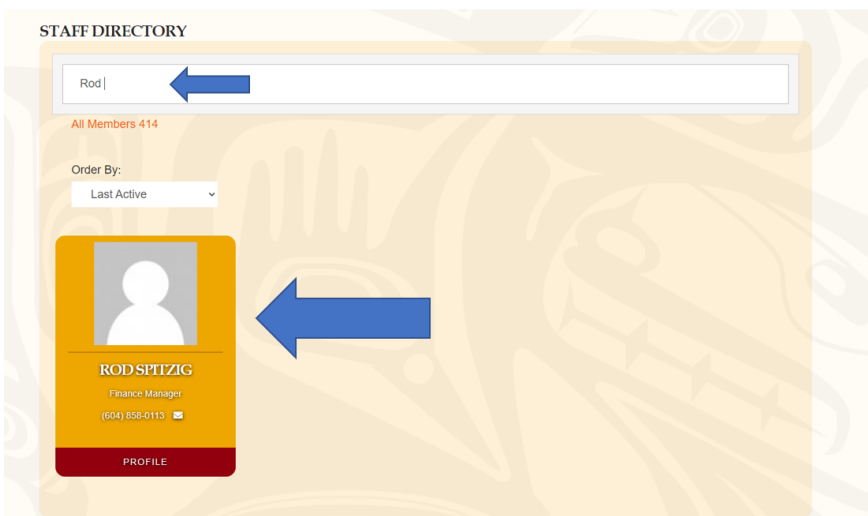
From the Intranet home page, select tools



From the tools menu select Staff Directory



In the staff directory, search the employee you would like to give a H.E.A.R.T. Card to, and select their profile

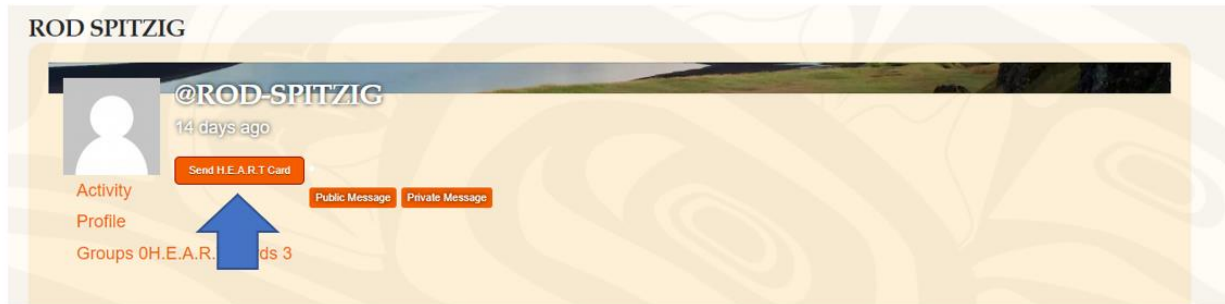




Fraser Valley Aboriginal Children and Family Services Society

H.E.A.R.T Card How To

Once in the employees Profile, click Send H.E.A.R.T. Card



Select the Value that you would like to recognize, and use the type your message here, field to share the details of why you are recognizing this employee, and Click Send

CHOOSE YOUR H.E.A.R.T CARD TYPE: ✕

<p>Honourable You honour the traditions and culture of us and those we work with.</p>	<p>Engage You engage with those around you in a positive, impactful way.</p>	<p>Accountable You are accountable and responsible with your everyday actions.</p>	<p>Respect You show respect for the cultures and people you help everyday.</p>	<p>Trust We trust in you and your abilities to care for those that need you.</p>
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Type your message here

Send **Cancel**

The employee will be notified that you have sent a H.E.A.R.T. Card, and will be able to read your kind words of recognition. When others look at the employees profile, they will also see your recognition of the great work the employee did.