

30-60-90 Day Plan Generator

HR & WorkTech

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This guide explains what the tool produces, how to use the output, and what to watch for. The actual output (draft/report) is generated on the tool page.

Background

Builds a 30-60-90 day onboarding ramp plan with learn/contribute/own milestones and success metrics for a role. Use it to ramp a new hire. For the operational checklist, use the Employee Onboarding Checklist.

Purpose of this tool & output

Build a new-hire ramp plan

How the output is used

Use it to build a new-hire 30-60-90 day ramp plan with clear milestones and support.

Important cautions

AI-generated plan; adapt with the manager.

Companion documents

- Employee Onboarding Checklist
- New-Hire Welcome Kit / Email
- Buddy Program Setup
- Role-Specific Onboarding Plan
- Onboarding Feedback Survey
- Joining Documentation Pack

This is AI-assisted guidance. Verify with a qualified professional before any binding decision. Fees, authorities and processes vary by state and change over time — confirm with your state authority.