

CONFIDENTIAL PEER & SELF EVALUATION FORM

Your Name _____ Your Team: _____ Your Class: _____

Goddard School of Business & Economics - Teamwork Rubric

Learning Outcome: Goddard graduates will be effective communicators.

Objective: Goddard graduates will work effectively in diverse teams.

Measurement of student performance on learning outcomes in the Goddard School of Business & Economics is important and key to the improvement of student learning.

Instructions: Identify each individual member of your group and rate them and yourself on all six categories per the scale noted below the summary table. Descriptions for performance levels 1 through 5 are provided on the back page for your reference.

Summary Table

Team Member Name	Cooperation	Initiative	Attendance	Quality of Work	Knowledge of Material	Communication	Total Score
Your Name							

Scale: 1= None; 2= Poor; 3= Average; 4= Good; 5= Excellent

COOPERATION

1	2	3	4	5
Is unable to deal with situations involving coordination with other people. Attitude has a very negative effect on group's cohesiveness	Is not generally very cooperative or helpful. Difficult to coordinate with. Attitude has a somewhat negative impact on group's cohesiveness	Is generally cooperative; assists team members when requested; neutral impact on group's cohesiveness	Is very cooperative and helpful. Is generally easy to get along with. Has a positive impact on group's cohesiveness	Is extremely cooperative and willing to help as needed. Is very easy to get along with. Has a very positive impact on group's cohesiveness

INITIATIVE

1	2	3	4	5
No initiative and minimal effort as evidenced by completion of work and contribution to group.	Some initiative shown; goes beyond minimum in individual contribution.	Initiative evidenced by interest in improving individual performance; contribution to group well above minimum.	Initiative displayed by individual contribution and in meeting group goals.	High degree of initiative, proactive and displays leadership in meeting group goals.

ATTENDANCE

1	2	3	4	5
Almost never attends group meetings; unreliable in meeting deadlines for individual contributions.	Sporadic attendance at group meetings and in meeting deadlines for individual contributions.	Regular attendance with a few absences; meets deadlines for individual contributions.	Very good attendance at group meetings; regularly meets deadlines for individual contributions and displays concern for overall group deadlines.	Excellent attendance; meets or exceeds deadlines for individual contributions and proactive in helping meet overall group deadlines.

QUALITY OF WORK

1	2	3	4	5
Work not completed or done in an unacceptable manner	Work completed, but needs substantial revision to be of acceptable quality	Work completed in a satisfactory manner; minimal revision needed	Work of reliable quality	Work of excellent quality; shows responsibility in ensuring that overall group effort is of high quality

KNOWLEDGE OF MATERIAL

1	2	3	4	5
Cannot perform simple tasks or duties due to lack of knowledge. Has trouble getting their work done without a lot of assistance.	Has very limited knowledge of material. Depends heavily on team members for support.	Knows some portion of the material, but usually has to ask other team members what to do.	Good knowledge of material. Generally works well without assistance. Is not dependent on other team members.	Has exceptional knowledge of material. Thinks about problems; completes tasks without assistance; serves as a reference person to other team members.

COMMUNICATION

1	2	3	4	5
Written and oral communications are vague, incomplete, and full of errors. Cannot present in a coherent manner.	Written and oral communication skills are generally poor; often inaccurate and lacking in clarity and logical consistency.	Does a fair job with the written and oral communication of ideas.	Written and oral communication skills are generally accurate, well organized, and coherent.	Written and oral communications are consistently accurate and well organized; presents thoughts in a clear and logical manner