

CS 3110: Internal Evaluation of Team Members

The following evaluation is a tool to help improve your experience with team work. These evaluations will not be seen by instructors, but your team members will see them. Please be honest; it would be seriously unfair to rate a teammate highly on this form if your opinion truly is otherwise.

Name of student being evaluated: _____

Answer scale: 1 — never 2 — rarely 3 — sometimes 4 — usually 5 — always

Circle your responses.

- | | | | | | |
|--|---|---|---|---|---|
| • Has the student attended team meetings? | 1 | 2 | 3 | 4 | 5 |
| • Has the student made a serious effort at assigned work before team meetings? | 1 | 2 | 3 | 4 | 5 |
| • Has the student made a serious effort to fulfill their team role responsibilities on assignments? | 1 | 2 | 3 | 4 | 5 |
| • Has the student notified the team if they would not be able to attend a meeting or fulfill a responsibility? | 1 | 2 | 3 | 4 | 5 |
| • Does the student make contributions in group meetings? | 1 | 2 | 3 | 4 | 5 |
| • Does the student listen to their teammates' ideas and opinions respectfully and give them careful consideration? | 1 | 2 | 3 | 4 | 5 |
| • Does the student cooperate with the group effort? | 1 | 2 | 3 | 4 | 5 |

Based on your responses to these questions, assign an overall rating on the following scale:

_____ (Insert one of the given ratings.)

- | | |
|-----------------------|--|
| Excellent | Consistently carried more than their fair share of the workload |
| Very good | Consistently did what they were supposed to do, very well prepared and cooperative |
| Satisfactory | Usually did what they were supposed to do, acceptably prepared and cooperative |
| Ordinary | Often did what they were supposed to do, minimally prepared and cooperative |
| Marginal | Sometimes failed to show up or complete assignments, rarely prepared |
| Deficient | Often failed to show up or complete assignments, rarely prepared |
| Unsatisfactory | Consistently failed to show up or complete assignments, rarely prepared |
| Superficial | Practically no participation |
| No show | No participation at all |