**Daily Group Evaluation** Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

List each member of your group (including yourself) and assess each area with: 3 = strongly agree (s/he was very good at this)

2 = agree (about right)

1 = disagree (this was a problem)

|  |  |  |  |
| --- | --- | --- | --- |
| *Name* | *Listened respectfully to group members* | *Was focused and on-task* | *Did his/her work* |
| (Self) |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Comments:

Information Specialist Report

You are responsible for reporting the status of the project to the Team Manager every day. How has the team progressed? Address the following questions:

1. What did your team accomplish today?
2. What problems did the team find today?
3. What solutions did the team try?
4. Other comments?

|  |  |  |
| --- | --- | --- |
|  | **Task** | **Report** |
| Per 1 | Get Challenge Begin brainstorming & Designing |  |
| Per 2 | Finish Design & get approval Begin building test parts—try different ideas |  |
| Per 3 | Finish building test parts & begin assembling robot from successfully tested parts |  |
| Per 4 | Continue assembling robot from parts Create program for robot |  |
| Per 5 | Continue building & programming robot—test regularly |  |
| Per 6 | Continue to refine robot—test regularly with the program |  |
| Per 7 | Finish refining robot—make sure it completes challenge! |  |
| Per 8 | Finish or enhance robot |  |
| Per 9 | Design Challenge: Show off robot! |  |
| Per 10 | Clean up: Take apart robot, return materials to original state |  |

Names: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_