

## Peer Evaluation/Assessment Guidelines

The peer assessment/evaluation process is an opportunity for you to indicate how other members in your team have performed in the project based on the **quantity and quality of their input**. You will need to provide a score for each team member based on the criteria described in the table below. The score for each evaluation criterion ranges from 1 – 5. **Extreme scores (1 and 5) will need to be justified with comments as they are reserved for extraordinary events (lack of participation or going above and beyond, respectively).**

| <b>Rating Scale</b><br>1 - Did not contribute in this way<br>2 - Willing but not very successful<br>3 - Average<br>4 - Above Average<br>5 - Outstanding |              |              |              |              |
|---|--------------|--------------|--------------|--------------|
| Evaluation Criteria   | Team member: | Team member: | Team member: | Team member: |
| Attends group meetings regularly and arrives on time.   |              |              |              |              |
| Contributes meaningfully to group discussions.  |              |              |              |              |
| Completes group assignments on time.  |              |              |              |              |
| Prepares work in a quality manner.  |              |              |              |              |
| Demonstrates a cooperative and supportive attitude.   |              |              |              |              |
| Contributes significantly to the success of the project.  |              |              |              |              |

## Peer Evaluation/Assessment Guidelines

As an example, let's look at a group with 3 members - Ann, Daya and Chris.

### Tutor View

The tutor will collate the total from each criterion for each student:

| Evaluation Criteria                                      | Team Member 1:<br>Ann | Team Member 2:<br>Daya | Team Member 3:<br>Chris |
|--|-----------------------|------------------------|-------------------------|
| Attends team meetings regularly and arrives on time.     | 9                     | 10                     | 3                       |
| Contributes meaningfully to team discussions.            | 8                     | 10                     | 3                       |
| Completes team assignments on time.                      | 9                     | 6                      | 5                       |
| Prepares work in a quality manner.                       | 5                     | 3                      | 3                       |
| Demonstrates a cooperative and supportive attitude.      | 3                     | 10                     | 8                       |
| Contributes significantly to the success of the project. | 3                     | 5                      | 5                       |
| <b>Individual Totals</b>                                 | <b>37</b>             | <b>44</b>              | <b>27</b>               |
| <b>Average of individual totals</b>                      | <b>36</b>             |                        |                         |

Peer assessment factor = (individual total) / (average total)

## Peer Evaluation/Assessment Guidelines

So, the final scores each team member is calculated as:

Final scores will be reviewed by the tutor prior to release.

|                             | <b>Ann</b>     | <b>Daya</b>    | <b>Chris</b>   |
|-----------------------------|----------------|----------------|----------------|
| Project Score               | 60             | 60             | 60             |
| Average of Individual Marks | 37             | 44             | 27             |
| Calculation                 | $60 * (37/36)$ | $60 * (44/36)$ | $60 * (27/36)$ |
| <b>Final score</b>          | <b>62</b>      | <b>73</b>      | <b>45</b>      |