Manchester Metropolitan University

Department of Information and Communications

Peer Assessment of individual contributions to Team Project

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Peer assessment addresses two concerns about team work:

* lazy students may get a mark whether or not they do any work;
* such students may pull down the mark of their more able or conscientious colleagues.

The tutors will award a team mark for the project that will be given to each team member. The team is allowed to moderate this mark up or down, within limits, for each member according to pre-established criteria. Thus, each student may receive an individual mark that is different from the marks awarded to other members in their team which reflects their overall contribution to the team assignment.

**Example**

Team A comprises of 5 members.

The team mark assigned by tutors is 62.

Therefore, the total marks available to the team are 62 x 5 = 310

|  |  |  |  |
| --- | --- | --- | --- |
|  | Team mark | Moderated by | Individual mark |
| Student A | 62 | + 8% | 70 |
| Student B | 62 | - 4% | 58 |
| Student C | 62 | - 6% | 56 |
| Student D | 62 | 0% | 62 |
| Student E | 62 | + 2% | 64 |
| Sum of the moderated component | | 0% |  |
| Total marks after moderation | | | 310 |

In this example, as the team has agreed to give more marks to Students A and E to reward their greater contribution, Students B and C have had their marks reduced by an equivalent amount. Therefore the sum of the individually moderated marks must equal 0%.

Note that the total of the revised individual marks (310) is still equal to the total marks assigned by the tutors (310). You cannot use peer assessment to merely increase the marks for everyone in a team. The purpose is to re-distribute marks in a fair manner to reflect any differences in the contribution by individual team members.

Note that the moderation relates to team elements of Assignment One, Submission Points 2,3,4 and 5. The mark for submission point 1 is individual.**Submission – read carefully**

The completed assessment forms, individually signed, must be submitted in the on the day of the Final Pitch. You must include the declaration that has been signed by all the team members. If any member is unavailable or unable to sign, please see the tutors before the deadline date.

|  |
| --- |
| **Late submission**  Failure to complete and sign the assessment forms and the declaration by the deadline date will be treated as late submission of the entire Portfolio. Normal penalties will be applied to ALL members of the team.  Failure by an individual member of a team to sign their assessment form and the declaration by the deadline date will be treated as late submission and the normal penalties will be applied to that INDIVIDUAL. |

If you have any queries about how to complete these forms, see the tutors before the deadline date.

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Peer Assessment of individual contributions to ASSESSMENT ONE

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Assessment form – You will require one of these forms for each team member** | | | | | |
| Instructions  A separate assessment form must be completed for each member of your team.  *As a team:*   1. Insert the team number and student name. 2. Circle a value to indicate the relative contribution of this student to each aspect of the project. Any increase in the mark for one team member for any aspect must be matched by a corresponding reduction in the mark for one or more team members in the same aspect. 3. Calculate and insert the sum of the moderated marks in the shaded box below.   *As an individual:*   1. Sign and date this form. 2. Enter the sum on the Declaration and sign the form. | | | | | |
| **Team:** | **Student:** | | | | |
| Aspect of the project | Relative contribution to the project | | | | |
| Below average | | Average | Above average | |
| SP2 - RESEARCH | -2% | -1% | 0% | +1% | +2% |
| SP3 - DESIGN | -2% | -1% | 0% | +1% | +2% |
| SP4 - TEST | -2% | -1% | 0% | +1% | +2% |
| SP5 – CODE & CONTENT | -2% | -1% | 0% | +1% | +2% |
| SP5 - PORTFOLIO | -2% | -1% | 0% | +1% | +2% |
| Tutors’ team mark | (leave blank) | (leave blank) | | | |
| **Sum of moderated marks**  **(range -10% to +10%)** |  |
| Individual mark | (leave blank) |
| **Signature:** | | **Date:** | | | |

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Peer Assessment of individual contributions to Assessment One SP2,3,4 AND 5

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**Declaration**

We confirm that our team mark for Assessment One SP2,3,4 AND 5 should be moderated for the individual members as follows:

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|  |  |  |
| --- | --- | --- |
| Team: | Date: | |
| Name | Individual sum of moderated marks (-/0/+) | Signature |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Sum of the moderated marks | 0 |  |

Note: The sum of the moderated marks must equal zero.