Peer evaluation template

Use this form in the stated units of your module to assess your team members' performance, including your own, in the group/team assignments. This feedback will not be shared with your team members. However, it will be considered for your final grade for the unit assignments. The full guidance is on the Department page.

Name	Michael Geiger	
Group/Team number or name	Group 2	

Team evaluation

Write the name of each of your group members in a separate column. For each person, indicate the score to which you agree with the statement using the rating scale below. 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).

	Rating Scale
	1 - Did not contribute in this way
	2 - Willing but not very successful
	3 - Average
	4 - Above Average
	5 - Outstanding

Adapted from Carnegie Mellon University.

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Evaluation Criteria	Team member: Gurkan Huray	Team member: Zihaad Khan	Team member: Asheoshla Kigbu	Team member: Austin Mundy
Attends team meetings regularly and arrives on time.	3	3	2	3
Contributes meaningfully to team discussions.	3	3	3	3
Completes team assignments on time.	3	3	2	3
Prepares work in a quality manner.	3	4	3	3
Demonstrates a cooperative and supportive attitude.	4	4	3	3
Contributes significantly to the success of the project.	3	4	2	3

Note: The evaluation was made on the basis of a quantitative comparison under the guidelines specified by the tutor.

Feedback on team dynamics

1. How effectively did your team work?

   The efficiency of teamwork can be described as positive. Regular meetings were arranged, to which a large part of the team members showed up on time and contributed productively to the discussion. There was also active communication via chat, where questions were answered and solutions found. The participation of the individual group members was mostly even and assigned tasks were processed responsibly and promptly.

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2. Were there any behaviours of your team members which were particularly valuable or detrimental to the team? Explain.

    One team member stood out in particular because of his behaviour. This behaviour has not only made itself felt through very good end products, but also through a helpful behaviour and the introduction of new ideas and suggestions that went beyond the current development status.
    Somewhat counterproductive behaviour, on the other hand, was registered by another person. This behaviour was characterized by absenteeism from meetings and not performing assigned tasks in time. It should be noted that the biggest problem that resulted from the behaviour was the lack of communi-cation. Absences from meetings were only communicated after the meeting, as well as the late submission of work. Furthermore, it must be noted that the roles assigned in the team contract were not fulfilled by some team members, so that I had to take on these tasks myself in cooperation with another team member.

3. What did you learn about working in a team from this project that you will carry into your next group/team experience?

    Working in a larger team this time made me realize the importance of effective communication. This applies to both the positive and negative aspects men-tioned. Team collaboration can contribute to a very effective work atmosphere, resulting in a better end product being produced in less time. However, functioning communication is essential in order to be able to use the positive influence of teamwork, since otherwise the potential of the team cannot be fully used and negative influences can even arise.

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Self-evaluation

Indicate the extent to which you agree with the following statements, using the same scale shown on the first page. Provide a self-evaluation total.

Contributed good ideas	3
Listened to and respected the ideas of others	4
Compromised and cooperated	4
Took initiative where needed	3
Came to meetings prepared	4
Communicated effectively with teammates	4
Did my share of the work	3
TOTAL	**25**

My greatest strengths as a team member are:

- Communication and willingness to compromise.
- Problem-solving skills.
- Respectful handling with a culture of discussion at the same time.

The group work skills I plan to work to improve are:

- Ability to bring in software-specific knowledge and skills.
- Planning and leading of meetings.

Adapted from Carnegie Mellon University.