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 | Rayyan Mohamed Al Naqbi |
| Group/Team number or name | Team 3 |

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 |

|  |  |  |  |
| --- | --- | --- | --- |
| **Evaluation Criteria** | **Team member:**  **Majed Alzaabi** | **Team member:**  **Mohammed Alzaabi** | **Team member:**  **Shaikah Alharthi** |
| Attends team meetings regularly and arrives on time. | 3 | 5 - Always punctual and never missed a meeting. | 4 |
| Contributes meaningfully to team discussions. | 5 - Regularly offered insightful ideas that improved our discussions. | 4 | 5 - Regularly offered insightful ideas that improved our discussions. |
| Completes team assignments on time. | 4 | 5 - Consistently met all deadlines, sometimes even submitted work ahead of time. | 3 |
| Prepares work in a quality manner. | 5 - Deliverables were always polished and exceeded expectations. | 3 | 4 |
| Demonstrates a cooperative and supportive attitude. | 5 - Each member showed excellent teamwork and support throughout the project. | 5 - Each member showed excellent teamwork and support throughout the project. | 5 -Each member showed excellent teamwork and support throughout the project. |
| Contributes significantly to the success of the project. | 4 | 4 | 5 - Took on a leadership role and was key in driving the project forward. |

Feedback on team dynamics

1. How effectively did your team work? Honestly, our team worked really well together. At first, we divided the task and assigned the roles to our team members. Then we created the Wats App group to ease the communication among ourselves. We also planned a proper schedule for Microsoft Team meetings to discuss the project as and when needed and share opinions. We also set the deadlines for our milestones to keep our project in time and complete the work before deadline. The proper and consistent coordination helped our team to stay very well organized and on the same page that in turn assisted us to complete our project successfully.
2. Were there any behaviours of your team members which were particularly valuable or detrimental to the team? Explain. One of the most valuable behaviour of our team members was being supportive to each other as and when any technical issue appeared. If one of us fell into the technical issue, the rest of the team members immediately stepped in without any delay or hesitation to help. They didn’t think if it was reviewing code or explaining a concept. If we talk about the challenges, time was slightly an issue since it was Eid time and the team members were celebrating Eid. However, we managed to accomplish the project on time and before the deadline successfully. I sincerely appreciate the team members understanding, cooperation and hard efforts.
3. What did you learn about working in a team from this project that you will carry into your next group/team experience? I have learnt about how important it is to set a clear communication, cooperate among the team members, understand each other’s point of view, define proper roles and set the milestones and deadlines. And, the most important of all is mutual respect and supportive attitude. In future group work, I will focus on being more proactive, transparent, and more engaged right from the beginning to help build a strong and dynamic team

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 | 5 |
| Compromised and cooperated | 5 |
| Took initiative where needed | 4 |
| Came to meetings prepared | 5 |
| Communicated effectively with teammates | 4 |
| Did my share of the work | 5 |
| **TOTAL** | **31** |

My greatest strengths as a team member are:

* Transparency, clarity and keeping the team members aligned all the time.
* I am positive, maintain patience and solves issues during challenging moments.
* Always offer all the support and assistance to my team members.
* My ability to contribute technically through analytical thinking and practical problem solving is one of my biggest strengths appreciated by the team members.
* Always pay attention and listen with full attention and patience to understand different perspectives and opinions.

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

* Building up extra confidence to explain and address the disagreements at an early stage to avoid delay in work progress.
* Learning from the lessons learned and admiring and recognizing others’ strengths
* Being more patient and flexible to work with different work styles and personalities.
* Assigning tasks to team members based on their skills and talents.
* Offering feedback in a clear, constructive, respectful and friendly way.