**360 Feedback Template**

**Instructions:** For each member of your team make a copy of this form (including for yourself), and save it with a title that includes the name of your group name and the person being evaluated (e.g., GROUP NAME-PERSON BEING EVALUATED). For your self-evaluation, use ME as the entry for person being evaluated. To help keep this quick and easy, answer each question about the person you are giving feedback on ideally using less than 60 words. To make sure it is helpful, provide a general evaluation and a simple, concrete example if you have one. In addition, as noted rate each person (including yourself) on a scale of 0 to 4 (highest) for Participation, Communication, Competence, and Quality of Work. The goal is for each of you to get feedback from your peers that will help you improve your teaming skills and your ability to drive influence. Do not use your name in the file except for your self rating, so it stays anonymous. Once you have completed your ratings, upload the files through Canvas.

1. **Name of person who you are providing feedback for:**
2. **Ratings** Participation, Communication, Competence, and Quality of Work

**Participation (0 to 4 [highest]) \_\_\_\_\_**

**Communication (0 to 4 [highest]) \_\_\_\_\_**

**Competence (0 to 4 [highest]) \_\_\_\_\_**

**Quality of Work (0 to 4 [highest]) \_\_\_\_\_**

1. **What is their superpower? What is the skill that they are great at and contributes to the team the most?**
2. **What should they do more of?**
3. **What should they do less of (if anything)?**
4. **What should they make sure they keep doing?**
5. **Any other feedback for them?**