Student:

Team:

Midsemester Feedback

The purpose of this document is to provide you feedback on your current individual performance thus far, as well as provide you with an opportunity to clarify any misconceptions.

Section 1: Summary of Individual Contributions (AI-Generated)

The following list summarizes your reported contributions summarized by AI using your inventor's notebook submissions and GitHub commit history. <u>AI makes mistakes</u>, so it is important that you review these contributions and update them as necessary (in Section #3).

Summary of Your Most Significant Individual Contributions

(4 to 8 auto-filled bullet points; Based on Inventor's Notebook submissions and GitHub submitted so far)

Section 2: Recommendations for Growth and Improvement

This feedback is intended to help guide you in improving your grow and improve as an engineer. If you believe any of this feedback is inaccurate or incomplete, feel free to clarify in Section 3.

We recommend the following actions (See checked Items):

☐ **Clarify Your Contributions:** Refine your future Inventor's Notebook entries to clearly describe specific tasks you completed and how they contributed to team progress.

☐ **Ensure Work Is Verifiable:** Ensure that all listed accomplishments are verifiable and can be reviewed in your GitHub history.

☐ **Strengthen Alignment with Project Goals:** Demonstrate how your contributions support the team's system-level objectives. Be explicit in connecting your tasks to project milestones, stakeholder needs, or core functionality.

☐ **Take Greater Ownership:** Find areas where you can take the lead or contribute more significantly to team outcomes. Work with your team to define a clear area of responsibility.

☐ **Increase Technical Depth:** Strengthen your contributions by going deeper into implementation, testing, or domain-specific research. Demonstrate engagement with the technical challenges of the project.

☐ **Submit Inventor's Notebook Regularly:** Keep up with weekly and biweekly entries. Use the notebook to consistently record meaningful and verifiable contributions.

☐ **Improve Professional Responsibilities**
Strengthen your reliability and engagement by attending required meetings, responding promptly to team communication, and staying accountable to your commitments.

☐ **Improve GitHub Organization:** Use consistent, descriptive commit messages and maintain a clear file structure. Have a clear separation between drafts, prototypes, and finalized deliverables.

☐ **Follow Up on Roadblocks:** If you report blockers, make sure to document your follow-up efforts or communication with the team, instructor, or stakeholder to address the issue.

Additional Comments:

Section 3 (Optional): Clarifications & Amendments

AI makes mistakes. Your summary of contributions from section 1 might not be accurate. Please let us know if anything was reported incorrectly, was misleading, or something important was missing from the summary provided in Section #1. When applicable, indicate the section 1 bullet point number. It is also important to provide evidence to support your claims, such as referencing GitHub links (files) and commitIDs to reference.   If you do not wish to provide any clarifications, you may choose to skip this section.

Section #1 Number	Comment/Clarification

Submission Instructions:

- If you wrote anything in section 3, please submit this on GitHub under the faculty_feedback folder. This is the rare instance in which you should submit to this folder. Keep it as a separate files with <<your_name>>_midsemesterEval_corrections.docx
- If there is nothing updated for section 3, you do not need to submit anything.