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 | Younis |
| Group/Team number or name | Sultan Group |

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: Shashank** | **Team member: Sultan** | **Team member: Noura** |
| Attends team meetings regularly and arrives on time. | 5 | 5 | 5 |
| Contributes meaningfully to team discussions. | 5 | 5 | 4 |
| Completes team assignments on time. | 5 | 4 | 4 |
| Prepares work in a quality manner. | 4 | 5 | 5 |
| Demonstrates a cooperative and supportive attitude. | 4 | 4 | 4 |
| Contributes significantly to the success of the project. | 4 | 4 | 4 |

Feedback on team dynamics

1. How effectively did your team work? Our team worked effectively overall. We agreed early on to divide tasks according to each person’s strengths and followed the contract agreement closely. This allowed us to complete research, risk assessment, and drafting in an organised way. Communication between members was consistent, and we managed to meet the submission deadline without major issues.
2. Were there any behaviours of your team members which were particularly valuable or detrimental to the team? Explain. Valuable behaviours included reliability and active contribution. For example, some members proactively shared updates and sources, which helped the group refine the risk modelling section. Supportive attitudes also ensured that any challenges were resolved quickly. The only minor drawback was occasional delays in feedback, which sometimes slowed progress, but these were handled well with reminders.
3. What did you learn about working in a team from this project that you will carry into your next group/team experience? I learned the importance of clear role allocation and accountability. Using a structured contract and regular communication channels created accountability and kept everyone on track. I also realised the value of balancing technical contributions with teamwork skills such as listening and constructive feedback. For future projects, I will carry forward the lesson that a supportive and well-organised team can deliver high-quality work efficiently.

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 | 5 |
| Listened to and respected the ideas of others | 4 |
| Compromised and cooperated | 5 |
| Took initiative where needed | 4 |
| Came to meetings prepared | 5 |
| Communicated effectively with teammates | 5 |
| Did my share of the work | 5 |
| **TOTAL** | **33** |

My greatest strengths as a team member are: My main strengths are dependability and collaboration. I consistently complete tasks on time and contribute to group discussions with constructive ideas. I also support team members when needed, which helps maintain motivation and ensures the project progresses smoothly.

The group work skills I plan to work to improve are: I plan to improve my confidence in taking more initiative during early planning stages. At times, I wait for direction rather than leading discussions. In future projects, I aim to contribute more actively to decision-making and practice giving timely feedback to strengthen overall teamwork.