

CIS 520: Evaluation of Self and Team Members

Use the following criteria as the basis for evaluating yourself and your team members on a scale of **5** (high) to **1** (low) according to the rubrics in the table below.

Participation Categories

cat I. Share of team tasks assumed	cat III. Team spirit	cat V. Team discussion
cat II. Contribution to the team	cat IV. Dependability	cat VI. Overall evaluation

Criteria for Evaluation

5	<ul style="list-style-type: none"> • cat I. Took on a much larger share of team work than average • cat II. Contributed far beyond average to the team discussions, organizations, and decisions • cat III. Exceptionally helpful, respectful and considerate of other team members • cat IV. Exceptionally dependable; always attended meetings on time; fully prepared • cat V. Exceptionally valuable contribution to the team success in planning and presenting results and a major contributor to successful discussion • cat VI. Outstanding
4	<ul style="list-style-type: none"> • cat I. Did somewhat more work than average • cat II. Contributions were a major portion of the team discussions, organizations, and decisions • cat III. Better than most in being helpful, respectful, and considerate of other team members. • cat IV. Better than most in dependability, punctuality, and preparedness • cat V. Contributed more than most to discussion • cat VI. Very good
3	<ul style="list-style-type: none"> • cat I. Did fair share of work • cat II. Made valuable contributions to team discussions, organization, and decisions • cat III. Respected team members, considerate, cooperative • cat IV. Dependable; attended most team meetings; generally punctual and well prepare • cat V. Contributed fair share to the discussion • cat VI. Good
2	<ul style="list-style-type: none"> • cat I. Did less work than average for the team • cat II. Occasional contribution to team discussions, organization and decisions • cat III. Contributed to team effort, but not committed to team building; sometimes impatient, disrespectful, or inconsiderate of team members • cat IV. Dependability unpredictable; sometimes skipped team meetings or arrived late; not always well prepared • cat V. Contributed less than average to the discussion • cat VI. Fair
1	<ul style="list-style-type: none"> • cat I. Did little work • cat II. Made little contribution to team discussions, organization, and decisions • cat III. Removed from commitment to the team effort, or overbearing and inconsiderate of team members • cat IV. Unreliable; skipped many meetings or arrived late; generally poorly prepared • cat V. Little if any participation in the discussion • cat VI. Poor

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For each category, please rank the contributions of **yourself** (first) and then your team members on a scale of **5** (high) to **1** (low). Base your evaluation on the criteria given in the table of rubrics on the previous page.

Below the table, **and/or on the back of this sheet**, write a few sentences that summarize your "Over-all evaluation" **for yourself and each member** of your team. Use the criteria in the table of rubrics as a basis for your comments. Feel free to go beyond the rubrics and use additional criteria if necessary and appropriate.

	cat I	cat II	cat III	cat IV	cat V	cat VI
<u>Student Names:</u>	Share of team tasks assumed	Contribution to the team	Team spirit	Dependability	Team discussion	Overall evaluation
Self)						
2)						
3)						

Additional comments
on
"Over-all Evaluation"