Team Feedback Form

You MUST fill out this form by TYPING it or WE WILL NOT ACCEPT IT. Just open the form, type into it, save a copy for your records, then upload to the proper assignment location.

***Failure to turn in a feedback form OR failure to provide meaningful responses****, will result in a loss of 50% of your presentation grade. (for example: “good job!” is not acceptable feedback to provide to your teammates – provide real feedback with real examples! We will average the percentages that were awarded to you by your teammates and scale your project grad accordingly.*

**YOUR Name: S.M. Shazid Hossain**  **Team: G**

**PART 1 – Team Member Contribution**

* Please be honest in your feedback – this form is to ensure that each team member contributed to the project in equal amounts.
* Please write at least 1-3 SPECIFIC examples for each area (please don’t say “they did a good job”)

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| --- | --- | --- | --- | --- | --- |
| **Team Member (list yourself!)** | **Attendance** | **Dependability** | **Quality of Work** | **Describe at least ONE thing that each group member took the lead on** | **What percentage of the final grade would you award this member? (100-0)** |
| *Ex) Joe Smith – please put full name* | *Ex) Missed one meeting, but was able to make up the work* | *Ex) Did their work on time, kept to deadlines* | *Ex) Only needed minimal editing, answered all questions* | *Ex) Helped to lead group discussion, wrote the introduction portion of the assignment, etc…* | *Note: These will be averaged and then applied to the final grade of the project for each individual* |
| **S. M. Shazid Hossain** | I never miss any meeting | I always try to do my work before the deadline and inform everyone to complete their work. | I try to maintain quality work with my little experience | I wrote the problem statement , survey ques and user group, did a scenario, helped draw the affinity diagram, and wrote all theoretical questions in the milestone-1 report. | 95 |
| Nizamul Haque Jisan | Didn’t miss any meeting | He leads everyone and manages meeting | He completed and uploaded his work by the deadline | He helps to make survey questions and user persona, affinity diagram,problem statement | 95 |
| Jurayak Kader | Didn’t miss any meeting | Done his part perfectly | Good quality of work. | Help to achieve final insights of affinity diagram, storyboard, survey question,,problem statement | 90 |
| Mohammed Shahariar Hossain | Didn’t miss any meeting | Done his part perfectly | Good quality of work. | Draw the user persona and survey question, affinity diagram, problem statement | 90 |
| Plabon sarker | Never attend any meeting | Didn’t do anything | Didn’t respond when we called for a meeting | Zero contribution | Don’t know |

|  |  |  |
| --- | --- | --- |
| **Team Member (do not list yourself)** | **Would you work with this Team member again?** | **Overall comments & Comments for Your Team Members (to be shared with your teammates)** |
| *Ex) Joe Smith* | *Ex) yes , but with hesitation because….* | *Ex) You were super helpful, would work with you again! Next time, be more communicative with your team and respond to emails. Be sure to edit your work carefully.* |
| Nizamul Haque Jisan | Yes, willingly | You were a perfect leader, thanks for pushing us to do our work |
| Jurayak Kader | yes | Try to maintain communication after completing this course |
| Mohammed Shahariar Hossain | yes | Try to maintain communication after completing this course |
| Plabon Sarker | never | No comment |

**(THERE IS ANOTHER PAGE TO THIS – PLEASE KEEP SCROLLING OR FLIP OVER)**

**PART 2 – Final Comments: *Do you feel that you team worked effectively together? What do you think contributed to the success/failure of your group work? Do you have any comments or concerns about this project? (please write something in this area to receive credit)***

**PART 3 – Anything that I need to know? *Group dynamics, problems, etc… (please write something in this area to receive credit)***

**Please TYPE your FULL name here to certify that you personally filled out this form and believe everything to be accurate and true: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**