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: Team:**

**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”)

| **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* |
| Tasmia  Hassan  Shabonty | Never missed any meeting | completed their task within the deadline. | solves any problem within short time | collected all interview participants and done  the documentations mostly | 96% |
| Ashfaqur  Rahman  Saad | Never missed any meeting | completed their task within the deadline. | finds all the necessary information for the project | extracted most of the information from the collected data | 95% |
| Jubaer  Muhamma  d Shufol | Never missed any meeting | completed their task within the deadline. | has remarkable information extraction capability in any interview | took lead on the one-to-one interview | 96% |
| Tasmima  Hossain  Jamim | Never missed any meeting | completed their task  within the deadline. | has significant writing skills | mostly done the writing parts | 95% |
|  |  |  |  |  |  |

| **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.* |

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| Ashfaqur  Rahman Saad | Yes, i have a good  compatibility with him | Your contribution was very helpful, would work with you again! Next time, be more communicable. |
| --- | --- | --- |
| Jubaer Muhammad  Shufol | Yes, i have a good  compatibility with him | Your contribution was very helpful, would work with you again! |
| Tasmima  Hossain Jamim | Yes, i have a good  compatibility with her | Your contribution was very helpful, would work with you again! |
|  |  |  |

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

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**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)***

**Yes, I believe our team worked effectively together, and our success was due to clear communication, collaboration, problem-solving, mutual respect, and trust.**

**PART 3 – Anything that I need to know? *Group dynamics, problems, etc… (please write something in this area to receive credit)* Our group dynamics were positive, and we worked well together to overcome challenges and achieve our goals.**

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

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