Team Evaluation Template

This evaluation is a chance for you to be hypercritical of the *process* so far with an eye towards improving your team culture. Reflecting this way is an invaluable skill, and you all should share with each other when appropriate to try to coordinate and communicate better as a team. This is worth more than just one point for a reason; it should demonstrate thoughtful reflection on your team. We’ll use this to try to see if any specific team needs help with coordinating.

Full credit if I can tell you put thought into these answers.

**Copy-paste the questions and then answer them in Canvas.**

1. Overall, how effectively has your team been working together on this project?

2. How was the work divided? Were people in charge of specific tasks or did you all contribute to everything? How well did that work? Was the work evenly distributed?

3. How regularly did you meet? Where and when? How did you communicate and how often?

4. Suggest one specific, practical change the team could make that would help improve everyone’s learning. Try to implement that change before the next team evaluation.

5. When issues came up, how were they resolved?

6. Please write one sentence about each of your team members and include how well they did working on the team.