**Peer Evaluation Form for Group Work**

Your name: David Cheung Date: 2/19/2023

Write the name of each of your group members in a separate column. For each person, indicate the extent to which you agree with the statement on the left, using a scale of 1-4 (1=strongly disagree; 2=disagree; 3=agree; 4=strongly agree). Total the numbers in each column. **Do not give each person the same score.** If you think each person deserves the same score, provide a detailed explanation below. Answer the other questions below.

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| --- | --- | --- | --- | --- | --- |
| Evaluation Criteria | Group member name: Grace Egan | Group member name: Reagan Dennison | Group member name: Kyle Jung | Group member name: Jack Daenzer | Group member name: |
| Attends group meetings regularly and arrives on time. | 4 | 4 | 3 | 4 |  |
| Contributes meaningfully to group discussions. | 4 | 3 | 4 | 4 |  |
| Completes group assignments on time. | 4 | 3 | 4 | 4 |  |
| Prepares work in a quality manner. | 4 | 4 | 4 | 4 |  |
| Demonstrates a cooperative and supportive attitude. | 4 | 4 | 4 | 4 |  |
| Contributes significantly to the success of the project. | 4 | 3 | 4 | 4 |  |
| TOTALS | 24 | 21 | 23 | 24 |  |

Feedback on team dynamics:

1. How effectively did your group work?

I think my group works very effectively because we have a dedicated schedule and time for our sprint meetings where we get most of our work done. If we have to do some individual work before the meeting, we all would have our individual parts completed, which expediate starting up the meetings and making the meetings efficient. We also carefully listen and respect others’ opinions on how the projects would and should look like and on what we should do next, which increases team bonding.

1. Were the behaviors of any of your team members particularly valuable or detrimental to the team? Explain.

During our meetings, I think my team members making subtle call outs to team members who doesn’t speak up a lot is very valuable to the team. Giving subtle call outs to those team members allow them to speak up about their opinions on the project without embarrassing them and perhaps provide new insights that other members didn’t think about. This also encourages trust and collaboration within the team which I think can increase the productivity of the team by a lot.

1. What did you learn about working in a group from this project that you will carry into your next group experience?

From working in a group from this project, I learned that (and will carry into my next group experience) constant communication and accountability can be more beneficial to the team than I expected. I always thought that calling out teammates who don’t speak as much would embarrass them and make them not want to talk even more. However, from what I observed, it had the opposite effect; the team members begin to contribute more, and the team atmosphere got better as we gained more trust, safety, and inclusiveness.

4. If you gave each person the same score, provide a detailed explanation of why you think this is an accurate evaluation of each person.

I gave all my team members the same score for “Prepares work in a quality manner" and “Demonstrates a cooperative and supportive attitude”. For “Prepares work in a quality manner”, I think everyone deserves the same score because everyone contributes to the project equally; Grace translated canned response and sent emails, Reagan and Jack worked on natural language processing, and Kyle and I worked on the frontend, and backend. As for “Demonstrates a cooperative and supportive attitude”, everyone on the team always invites people for discussion, and support each other when one is stuck on a problem; the team constantly encourage others to do well and prioritize team unity.

Adapted from a peer evaluation form developed at Johns Hopkins University (October, 2006)