**PEER EVALUATION**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Name**  ***(Insert names below)*** | **RATING** | | | | | |
| Effort/Part.  (1-10) | Contrib.  (1-10) | Attend.  (1-10) | Supp. Group Proc.  (1-10) | Comm.  (1-10) | Recomm.  Grade  (ABCDF) |
| Jena, Debashis | 10 | 10 | 10 | 10 | 10 | A |
| Benavides, Raul | 10 | 10 | 10 | 10 | 10 | A |
| UWAMECHUNA-AKANDE, Kristen | 8 | 8 | 10 | 10 | 10 | B |
| Slaven, William | 5 | 8 | 2 | 2 | 1 | C |

**Explanation:**

1. **Myself** – Here are the reasons why I rated myself A. Even though I was the back-up lead in this project, I initiated the discussion, and got everyone nominate three topics of their choice. Since the finalized topic was also of my interest as I have experience working as a QA professional, I led the discussion by putting forward the approach how we can divide the project. I gathered most of the references that each of the team members used in their slide preparation.
2. **Raul** – I also rated him as A. He was the lead in our project. He brought in great ideas of collaboration like slack, google slides. The best idea he brought in was working together during the weekly meeting itself. That got us started and we could utilize that one hour both for the discussion and actual slide preparation.
3. **Kristen** – She attended every meeting. Very active on the slack discussions. She completed her part of the slides on time. However, I did not see the effort for gathering the references for her assigned part. Also, while doing a peer review of each other’s slides, I had suggested her to have more content on her slides, than in the notes, because we are not going to present the slides physically. However, the review comments were not worked upon.
4. **William** – He finished his assigned portion on time. However, he attended only one meeting out of at least 8 of them. He was never there to speak with, or we never saw him on the slack discussion ever or in the group discussion board. We have had only two email communications with him so far.
5. **Effort / Active Participation:**  following through on the project and being accountable to group members.
6. **Contribution:**  improving quality of work, being creative, bringing unique skills and abilities that aid in the quality of the final product, and providing leadership
7. **Attendance:** attending team meetings and or group activities
8. **Supported Group Process:**  eliciting and valuing input of others, mediating arguments and relieving tension, lending a positive attitude, and other maintenance roles that enhance group social climate
9. **Communication:**  checking in with the team before missing a meeting, clarifying expectations, keeping communication channels open, facilitating others’ participation, and speaking and listening effectively.