| **Skills** | **4 Advanced - exceeds expectations** | **3 Competent - meets expectations** | **2 Progressing - does not fully meet expectations** | **1 Beginning - does not meet expectations** |
| --- | --- | --- | --- | --- |
| Contributions & Attitude | Always cooperative. Routinely offers useful ideas. Always displays positive attitude. | Usually cooperative. Usually offers useful ideas. Generally displays positive attitude. | Sometimes cooperative. Sometimes offers useful ideas. Rarely displays positive attitude. | Seldom cooperative. Rarely offers useful ideas. Is disruptive. |
| Cooperation with Others | Did more than others. Highly productive. Works extremely well with others. | Did own part of workload. Cooperative. Works well with others. | Could have shared more of the workload. Has difficulty. Requires structure, directions, and leadership. | Did not do any work. Does not contribute. Does not work well with others. |
| Focus, Commitments | Tries to keep people working together. Almost always focused on the task. Is very self-directed. | Does not cause problems in the group. Focuses on the task most of the time. Can count on this person. | Sometimes focuses on the task. Not always a good team member. Must be prodded and reminded to keep on task. | Often is not a good team member. Does not focus on the task. Lets others do the work. |
| Team Role Fulfillment | Participates in all group meetings. Assumes leadership role. Does the work that is assigned by the group. | Participates in most group meetings. Provides leadership when asked. Does most of the work assigned by the group. | Participates in some group meetings. Provides some leadership. Does some of the work assigned by the group. | Participates in few or no group meetings. Provides no leadership. Does little or no work assigned by the group. |
| Ability to Communicate | Always listens to, shares with, and supports the efforts of others. Provides effective feedback. Relays a lot of relevant information. | Usually listens to, shares with, and supports the efforts of others. Sometimes talks too much. Provides some effective feedback. Relays some basic information that relates to the topic. | Often listens to, shares with, and supports the efforts of others. Usually does most of the talking. Rarely listens to others. Provides little feedback. Relays very little information that relates to the topic. | Rarely listens to, shares with, or supports the efforts of others. Is always talking and never listens to others. Provides no feedback. Does not relay any information to teammates. |
| Accuracy | Work is complete, well-organized, error-free, and done on time or early. | Work is generally complete, meets the requirements of the task, and is mostly done on time. | Work tends to be disorderly, incomplete, inaccurate, and is usually late. | Work is generally sloppy and incomplete, contains excessive errors, and is mostly late. |