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| --- | --- | --- | --- | --- | --- | --- |
| **Name: Project #:** | | | | | | |
| **Teammate being evaluated: Date:** | | | | | | |
| **Group number: Total Score:** | | | | | | |
|  | **Unsatisfactory** | **Developing** | **Satisfactory** | **Exemplary** | **Score** | **Notes** |
|  | **1** | **2** | **3** | **4** | **(1-4)** |  |
| Participated in team **planning** and organization | Does not participate, lets others do this work. | Provides critical input only, mainly lets others organize team activities. | Participates in planning and organization but does not identify or fix failings in plan. | Fully participates to insure a well-developed plan to reach a common goal. |  |  |
| Fulfilled assigned roles and **duties** | Misses or is late for most meetings, does not perform assigned duties. | Misses or is late for many meetings, performs few duties. | Does not miss meetings, on time, performs all assigned duties. | Does not miss meetings, exceptional job on all assigned duties, work is done on time. |  |  |
| Shared and **helped** as needed | Relies on others to do the work. | Does the minimum amount of work assigned, does not assist others. | Does assigned work and helps others when needed. | Does assigned work and actively seeks to help others in the team. |  |  |
| **Listened** to other teammates | Always talking - doesn’t allow others to speak. | Usually doing most of the talking - rarely allows others to speak. | Occasionally talks too much. | Good balance of listening to others and sharing own ideas. |  |  |
| **Researched** and gathered information | Did not collect relevant information for project. | Collected little relevant information or references were not acceptable. | Collected relevant information needed for design from acceptable references. | Excellent job of seeking out and integrating relevant information needed for a successful design. |  |  |
| Dealt with **interpersonal** issues effectively | Always the other person’s fault. | Recognizes that conflicts occur but does not try to address them. | Tries to solve conflicts when they arise. | Effective in solving interpersonal conflicts. |  |  |
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