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| Subject Code and Name | ISK1001 - Industry Skills I |
| Assessment Number | 3 |
| Assessment Title | Professional Documentation Presentation |
| Assessment Type | Peer Review Submission |
| Words, Size or Duration | 1 Completed Peer Review Document |
| Subject Learning Outcomes | SLO1, SLO2, SLO5, SLO7 |
| Submission Date / Time | Due by 11:55pm AEST Sunday end of Module 4. |
| Weighting | 20% (of Assessment 3 rubric) |

## Document Purpose

Group assessments require multiple people to collaborate in the completion of a task. While these

assessments reflect the work of the group as a whole, it is also important to consider the individual effort

that each group member put into the final product. This document presents an opportunity for you to

provide feedback on how well the members of your group individually contributed to the group

assessment.

## Assessment Task / Item

This is an individual submission. Please complete the task below and submit your response using the table

provided.

## Assessment Instructions

For this task, you are required to reflect on how well each of your team members contributed to the completion of **this** assessment, and indicate your evaluations on the table provided. Below you will find:

* A list of questions related to contribution, which you should consider for each group member.
* A table specifying how to score each question, which should be used when you provide a mark.

For each question, think about how well each of your colleagues contributed, then allocate a score in the relevant section in the table. There is a section for additional comments if required.

**Please Note:** Your responses should relate to **this** assessment only.

**Questions:**

For each member of your group, consider the questions below.

1. Did the team member complete the tasks allocated to them effectively?
2. Did the team member provide creative solutions to problems encountered during development?
3. Did the team member communicate effectively during the production process?
4. Did the team member provide skills that enhanced the quality of the project?
5. Would you recommend the team member as a good employee?

**Peer Evaluation Rating Guide:**

Please use this table to allocate ratings to your team members.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **E**  *(0 - 49%)* | **D**  *(49 - 64%)* | **C**  *( 65 - 74%)* | **B**  *(75 - 84%)* | **A**  *(85 - 100%)* |
| No, this was below expectation | A bit more could have been done | Yes, this was as I would expect from a colleague | Yes, this was done better than most | Absolutely, they far exceeded all expectations |

**Example:**

The Peer Evaluation Table should be completed as in the following example:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Team Member | Question 1  Rate from A-E | Question 2  Rate from A-E | Question 3  Rate from A-E | Question 4  Rate from A-E | Question 5  Rate from A-E |
| Colin | B | C | A | D | B |
| Alex | A | B | C | D | A |

**Peer Evaluation Table**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Team Member | Question 1  Rate A-E | Question 2  Rate A-E | Question 3  Rate A-E | Question 4  Rate A-E | Question 5  Rate A-E | Comments |
| Declan Witty | A | B | C | A | A | Could keep other team members updated on progress more frequently. However, has all the required skills to enhance the team’s work. |
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