

1) Evaluation for Project Manager: **Ruchi Goyal**

| | | PROJECT MANAGER EVALUATION FORM | | | | | | |
|--|---|---------------------------------|------------------|----|----|----|-------|---|
| Project Team: RSO Automation Binders | | | Date: 12/12/2016 | | | | | |
| Project Manager Evaluated: Ruchi Goyal | | | | | | | | |
| Please rate the following attributes of your peer, on a scale of 1 to 5, where 1 is very poor, 2 is poor, 3 is average, 4 is better than average, and 5 is outstanding. If you feel unable to evaluate a particular attribute, select N/A. | | | | | | | | |
| Item | Description | 100 | 90 | 80 | 70 | 60 | Score | Comments |
| 1 | Project tasks were planned and managed well | 5 | 4 | 3 | 2 | 1 | 5 | She was the coordinator and possessed good leadership skills |
| 2 | PM was open to suggestions and comments. | 5 | 4 | 3 | 2 | 1 | 5 | Gave each team member the opportunity to share our views and suggestions |
| 3 | PM handled conflicts well | 5 | 4 | 3 | 2 | 1 | 5 | Helped our project to get back in shape when we were running out of ideas |
| 4 | PM made good project decisions | 5 | 4 | 3 | 2 | 1 | 5 | Came up with a lot of alternative ideas when stuck at a point |
| 5 | Project meetings were effective | 5 | 4 | 3 | 2 | 1 | 5 | Agreed |
| Total Score: 25 | | | | | | | | |

2) Evaluation for Team Member: **Harish Gunasekaran**

| | | PROJECT TEAM MEMBER PEER EVALUATION FORM | | | | | | |
|--|---|---|----|------------------|----|----|-------|---|
| Project Team: RSO Automation Binders | | | | Date: 12/12/2016 | | | | |
| Peer being Evaluated: Harish Gunasekaran | | | | | | | | |
| Please rate the following attributes of your peer, on a scale of 1 to 5, where 1 is very poor, 2 is poor, 3 is average, 4 is better than average, and 5 is outstanding. If you feel unable to evaluate a particular attribute, select N/A. | | | | | | | | |
| Item | Description | 100 | 90 | 80 | 70 | 60 | Score | Comments |
| 1 | Completes tasks on time | 5 | 4 | 3 | 2 | 1 | 5 | Completes all his part within a day |
| 2 | Attends team meetings on time and stays until end | 5 | 4 | 3 | 2 | 1 | 5 | Has never missed even a single meeting |
| 3 | Contributes fair share of work | 5 | 4 | 3 | 2 | 1 | 5 | Agreed |
| 4 | Assists other team members when needed | 5 | 4 | 3 | 2 | 1 | 5 | Provided support when required |
| 5 | Produces high quality work | 5 | 4 | 3 | 2 | 1 | 5 | Being a Quality Assurance Analyst for 4 years, there are no second thoughts on that |
| Total Score: 25 | | | | | | | | |
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3) Evaluation for Team Member: **Raghuram Parthasarathy**

| | | PROJECT TEAM MEMBER PEER EVALUATION FORM | | | | | | |
|--|---|---|----|------------------|----|----|-------|---|
| Project Team: RSO Automation Binders | | | | Date: 12/12/2016 | | | | |
| Peer being Evaluated: Raghuram Parthasarathy | | | | | | | | |
| Please rate the following attributes of your peer, on a scale of 1 to 5, where 1 is very poor, 2 is poor, 3 is average, 4 is better than average, and 5 is outstanding. If you feel unable to evaluate a particular attribute, select N/A. | | | | | | | | |
| Item | Description | 100 | 90 | 80 | 70 | 60 | Score | Comments |
| 1 | Completes tasks on time | 5 | 4 | 3 | 2 | 1 | 5 | Always completes all assigned work before time |
| 2 | Attends team meetings on time and stays until end | 5 | 4 | 3 | 2 | 1 | 5 | Present for every team meeting |
| 3 | Contributes fair share of work | 5 | 4 | 3 | 2 | 1 | 5 | Always takes initiative for the tasks and ready to take extra work |
| 4 | Assists other team members when needed | 5 | 4 | 3 | 2 | 1 | 5 | Proactively asks team members if they need any help |
| 5 | Produces high quality work | 5 | 4 | 3 | 2 | 1 | 5 | Comes up with creative ideas. Helped the team for Major part of UI look and feel. |
| Total Score: 25 | | | | | | | | |
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Evaluation for Team Member: **Reema D'Mello**

| | | PROJECT TEAM MEMBER PEER EVALUATION FORM | | | | | | |
|--|---|---|----|------------------|----|----|-------|--|
| Project Team: RSO Automation Binders | | | | Date: 12/12/2016 | | | | |
| Peer being Evaluated: Reema D'Mello | | | | | | | | |
| Please rate the following attributes of your peer, on a scale of 1 to 5, where 1 is very poor, 2 is poor, 3 is average, 4 is better than average, and 5 is outstanding. If you feel unable to evaluate a particular attribute, select N/A. | | | | | | | | |
| Item | Description | 100 | 90 | 80 | 70 | 60 | Score | Comments |
| 1 | Completes tasks on time | 5 | 4 | 3 | 2 | 1 | 5 | Undoubtedly |
| 2 | Attends team meetings on time and stays until end | 5 | 4 | 3 | 2 | 1 | 5 | Always available for whatever time we set for the team meeting |
| 3 | Contributes fair share of work | 5 | 4 | 3 | 2 | 1 | 5 | Agreed |
| 4 | Assists other team members when needed | 5 | 4 | 3 | 2 | 1 | 5 | Takes initiative to assist us when required |
| 5 | Produces high quality work | 5 | 4 | 3 | 2 | 1 | 5 | She never had the necessity to rework |
| Total Score: 25 | | | | | | | | |
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Evaluation for Team Member: **Shashwat Mehra**

| | | PROJECT TEAM MEMBER PEER EVALUATION FORM | | | | | | |
|--|---|---|----|------------------|----|----|-------|--|
| Project Team: RSO Automation Binders | | | | Date: 12/12/2016 | | | | |
| Peer being Evaluated: Shashwat Mehra | | | | | | | | |
| Please rate the following attributes of your peer, on a scale of 1 to 5, where 1 is very poor, 2 is poor, 3 is average, 4 is better than average, and 5 is outstanding. If you feel unable to evaluate a particular attribute, select N/A. | | | | | | | | |
| Item | Description | 100 | 90 | 80 | 70 | 60 | Score | Comments |
| 1 | Completes tasks on time | 5 | 4 | 3 | 2 | 1 | 5 | Always gets his part done for the team |
| 2 | Attends team meetings on time and stays until end | 5 | 4 | 3 | 2 | 1 | 5 | Has never missed even a single team meeting |
| 3 | Contributes fair share of work | 5 | 4 | 3 | 2 | 1 | 5 | Takes initiative to share the work |
| 4 | Assists other team members when needed | 5 | 4 | 3 | 2 | 1 | 5 | Always |
| 5 | Produces high quality work | 5 | 4 | 3 | 2 | 1 | 5 | Helped our team in designing high quality diagrams |
| Total Score: 25 | | | | | | | | |
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