Use this form in the stated units of your module to assess your team members’ performance,including your own, in the group/team assignments. This feedback will not be shared with your team members. However, it will be considered for your final grade for the unit assignments. The full guidance is on the Department page.

|  |  |
| --- | --- |
| Name | Ma Chue |
| Group/Team number or name | Group 2 |

Team evaluation

Write the name of each of your group members in a separate column. For each person, indicate the score to which you agree with the statement using the rating scale below. Extreme scores (1 and 5) will need to be justified with comments as they are reserved for extraordinary events (lack of participation or going above and beyond, respectively).

|  |
| --- |
| **Rating Scale**  1 - Did not contribute in this way  2 - Willing but not very successful  3 - Average  4 - Above Average  5 - Outstanding |

|  |  |  |  |
| --- | --- | --- | --- |
| **Evaluation Criteria** | **Indra Dewaji** | **Nathya Kanakavelu** | **Comments** |
| Attends team meetings regularly and arrives on time. | 5 | 5 | Both Indra and Nathya attend the team meeting regularly every week. This level of commitment contributes to our team's efficiency and productivity. |
| Contributes meaningfully to team discussions. | 5 | 5 | They both actively participate in team discussions and provide valuable insights and ideas. |
| Completes team assignments on time. | 5 | 5 | Both Indra and Nathya consistently meet deadlines, ensuring that their work is completed on time. |
| Prepares work in a quality manner. | 5 | 5 | They consistently invest their time in the project to complete the task with the best quality. |
| Demonstrates a cooperative and supportive attitude. | 5 | 5 | They are very positive and supportive teammates and are always ready to help each other and approach challenges in a cooperative manner. |
| Contributes significantly to the success of the project. | 5 | 5 | Their contributions provide the greatest achievement in our team’s progress and success. |

Feedback on team dynamics

1. How effectively did your team work?

Our team worked well together. We divided tasks according to everyone's skills, which helped us move forward quickly. We all communicated well, listened to each other's ideas, and were keen to get better. Our shared dedication to our goals made our team very productive.

1. Were there any behaviours of your team members which were particularly valuable or detrimental to the team? Explain.

There were several valuable behaviours exhibited by team members. Most notably, everyone's willingness to listen and consider others' ideas, even when differing from their own, fostered an atmosphere of respect and creativity. On the other hand, we did face challenges with meeting deadlines initially. However, once this was identified as an issue, the team members took responsibility and improved their time management, which quickly rectified the problem.

1. What did you learn about working in a team from this project that you will carry into your next group/team experience?

Our team had good habits. Everyone was ready to listen to different ideas, which made us creative. We had problems with deadlines at first, but we improved our time management and fixed it quickly.

Self-evaluation

Indicate the extent to which you agree with the following statements, using the same scale shown on the first page. Provide a self-evaluation total.

|  |  |
| --- | --- |
|  |  |
| Contributed good ideas | 5 |
| Listened to and respected the ideas of others | 5 |
| Compromised and cooperated | 5 |
| Took initiative where needed | 5 |
| Came to meetings prepared | 5 |
| Communicated effectively with teammates | 5 |
| Did my share of the work | 5 |
| **TOTAL** | **35** |

**My greatest strengths as a team member are:**

1. **Clear Speaker:** I share my thoughts well and listen to others, which helps the team work better.
2. **Reliable Teammate**: I do my tasks on time, which helps keep the team moving forward.
3. **Adaptable Member:** I can handle changes or problems, so I stay focused and keep working no matter what happens.
4. **Good Problem-Solver**: I'm good at finding solutions to challenges we face.
5. **Good Leader:** I can lead when I need to, but I also understand the importance of everyone making decisions together and respect others when they lead.

**The group work skills I plan to work to improve are:**

1. **Solving Arguments:** I'm good at fixing conflicts, but I want to get better at finding solutions that everyone likes.
2. **Sharing Tasks:** I usually do a lot of tasks myself, but I want to get better at giving tasks to others for fair work sharing.
3. **Using Feedback:** I like getting useful feedback, but I want to get better at using the feedback I receive.
4. **Listening:** I want to get better at actively listening to understand everyone's ideas fully.
5. **Managing Time:** It's tough to balance individual and team tasks, so I want to improve my time management for better teamwork.