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 | Nithya Kanakavelu |
| 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** | **Ma Chue** | **Comments** |
| Attends team meetings regularly and arrives on time. | 5 | 5 | We were consistent in attending the meetings |
| Contributes meaningfully to team discussions. | 5 | 5 | We engaged in constructive collaboration and provided valuable input for the project. |
| Completes team assignments on time. | 5 | 5 | We finished tasks with ample time to spare before the deadline. |
| Prepares work in a quality manner. | 5 | 5 | We agree to the completed tasks only when all of us are happy |
| Demonstrates a cooperative and supportive attitude. | 5 | 5 | We provided feedback to each other with respect to the tasks assigned |
| Contributes significantly to the success of the project. | 5 | 5 | We provided valuable suggestions towards the project. |

Feedback on team dynamics

1. How effectively did your team work?

Over the past 9 weeks, we established a consistent schedule of weekly meetings and maintained effective communication through emails and social media platforms to share ideas and provide updates on tasks. Our team demonstrated efficient time management by setting up tasks, planning for the upcoming week, presenting our work, and actively seeking feedback. Throughout the process, we fostered a culture of respect for each other's ideas, proactively solved problems, and ultimately succeeded in developing the project proposal.

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

Our team exhibited highly positive and valuable behaviours that were instrumental in accomplishing our objectives within the designated timelines. We maintained excellent communication and fostered a culture of collaboration throughout our project. Weekly meetings were consistently held, and we willingly distributed tasks among ourselves. Each team member arrived well-prepared for the meetings, actively participated, and offered constructive feedback on each other's work. We were proactive in identifying and resolving problems that arose, and we remained receptive to change and open to suggestions from our peers. These collective behaviours contributed significantly to our success in meeting our goals effectively and efficiently.

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

By consistently organising well-planned and well-prepared meetings, engaging in collaborative discussions to address challenges and find solutions as a team, and setting weekly targets, we successfully attained our objectives. This accomplishment serves as a valuable lesson to carry forward, highlighting the importance of effective planning, open communication, and collective problem-solving in achieving desired outcomes.

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:

My greatest strengths lie in effective time management, strong organisational skills, active listening, and clear communication. I excel in collaborating positively with team members and readily adapt to changes as needed. I take accountability for the tasks assigned to me and ensure their successful completion. Moreover, I maintain an open mindset and eagerly embrace opportunities to learn from others.

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

I am dedicated to ongoing learning and personal growth as an integral part of the team. To accomplish this, I actively seek feedback from my peers and mentors, engage in relevant workshops or training programs, and consistently apply the knowledge and skills I acquire in real-world collaborative settings. By prioritising my personal and professional development, I am confident that I will enhance my value as a team member and make meaningful contributions to our collective success.