**Team name：**

**Person name: 1.**

**2.**

**3.**

**4.**

**5.**

**Self-assessment：**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Contents which complete by individuals** | **Individual effort (1~5)** | **Collegial and constructive behaviour in the team(1~5)** | **Other team members' comments** |
| **Person 1** |  |  |  |  |
| **Person 2** |  |  |  |  |
| **Person 3** |  |  |  |  |
| **Person 4** |  |  |  |  |
| **Person 5** |  |  |  |  |

**Criteria**

**Individual effort：**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **5** | **4** | **3** | **2** | **1** |
| **Attended all meetings & workshops on time, with completed work to the required standard** | **Missed only 1 meeting or late to the workshop, but all work completed to the required standard** | **Work completed to an acceptable standard or late on only 2 occasions or late to workshops more than twice** | **Task completion late or not up to the required standards on no more than 3 occasion** | **Task completion late or not up to the required standard on more than 3 occasions.** |

**Collegial and constructive behaviour in the team**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 5 | 4 | 3 | 2 | 1 |
| **Involved in all team meetings with collegial and constructive behaviours. Facilitated distributed leadership.** | **Involved in most team meetings with collegial and constructive behaviours.** | **Passive team behaviours, but attending and participating in all team meetings.** | **The source of conflict or anger on at least 2 occasions OR became defensive over non-completion of tasks OR dominated the team in decision making.** | **Often the source of conflict and anger resulting in team fracture.** |