**CSCI-471 Professional Communications**

## Group Poster Group-mate Evaluation Form

Your name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Group-mates' name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Overall Rating \_\_\_\_\_\_\_\_\_**

What is your overall rating of the group-mate? use an integer scale with a 0 being the lowest and a 10 being the highest (think of this as a letter grade with 10=A, 9=B 8=C, 7=D, and from 0-6 for an F).

1. **Individual Characteristics**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Category** | **Strongly Disagree** | **Disagree** | **Neutral** | **Agree** | **Strongly Agree** |
| **Teamwork**: cooperated, contributed |  |  |  |  |  |
| **Independence**: able to work on own |  |  |  |  |  |
| **Dependability**: completes task on time |  |  |  |  |  |
| **Initiative**: actively looks for ways to help |  |  |  |  |  |
| **Presence**: was able to meet when needed |  |  |  |  |  |
| **Preparation**: came to meetings ready |  |  |  |  |  |
| **Contribution**: added ideas, suggestions |  |  |  |  |  |

1. **Work Habits**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Category** | **Strongly Disagree** | **Disagree** | **Neutral** | **Agree** | **Strongly Agree** |
| ... normally starts task early, works steadily |  |  |  |  |  |
| ... willing to help team-mates when needed |  |  |  |  |  |
| ... professional when being reviewed |  |  |  |  |  |
| ... doesn't waste time in meetings |  |  |  |  |  |
| ... attentive at meetings, aware of overall progress |  |  |  |  |  |

1. **Overall Poster/Presentation Tasks**: rank the individual based on their relative contribution

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Category** | **much less than 1/3** | **little less than 1/3** | **about 1/3** | **little more than 1/3** | **much more than 1/3** |
| Coming up with the innovation to present |  |  |  |  |  |
| Researching the innovation |  |  |  |  |  |
| Coming up with the poster outline/layout |  |  |  |  |  |
| Developing the poster contents |  |  |  |  |  |
| Developed the presentation script |  |  |  |  |  |
| Proof-read the poster |  |  |  |  |  |

1. **Added any additional comments on back**