**Teamwork Evaluation**

Project: *Happy Valley Kennels*  **Team:** \_\_Team 2\_\_\_\_\_\_\_\_\_\_\_\_

Date: September 21, 2016\_ Evaluator Name: \_Philip\_\_\_\_\_\_\_

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| **Category** | **Exceptional (4)** | | | | | **Acceptable (3)** | **Amateur (2)** | **Unsatisfactory (1)** | **Jeremy** | **Alex** | **Philip** |
| **Preparation** | Student arrived on time and was prepared for the meeting with required meeting materials. The student had reviewed the material before the meeting | | | | | Student was less than 5 minutes late and was prepared for the meeting with required meeting materials. The student had read some of the material before the meeting | Student was more than 5 minutes late and was prepared for the meeting with the required meeting materials. The student had not read any of the material before the meeting. | Student was not prepared for the meeting with the required meeting materials. The student had not read any of the material before the meeting. | **3** | **4** | **2** |
| **Level Of Engagement** | Student proactively contributes to the meeting by offering ideas and asking more than one question. | | | | | Student proactively contributes to the meeting by offering ideas and asking questions. | Student rarely contributes to the meeting by offering ideas and asking questions. | Student never contributes to the meeting by offering ideas and asking questions. | **3** | **4** | **3** |
| **Listening Skills** | Student listens when others talk, in the meeting. Student incorporates or builds off of the ideas of others. | | | | | Student listens when others talk in the meeting. | Student frequently does not listen when others talk n the meeting. | Student does not listen when others talk in the meeting. Student often interrupts when others speak. | **3** | **3** | **3** |
| **Behavior** | Student did not display any disruptive behavior during the meeting. | | | | | Student rarely displayed disruptive behavior during the meeting. | Student occasionally displayed disruptive behavior during the meeting. | Student constantly displayed disruptive behavior during the meeting. | **3** | **3** | **4** |

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| **Name** | **Comments** |
| **Jeremy** | **Same as usual, didn’t talk quite as much as he could’ve, but overall was engaged enough.** |
| **Alex** | **Made up for where I was lacking in participation. Took over a bit more as meeting facilitator since I was lacking in doing my job properly. Took at least a couple notes today.** |
| **Philip** | **I was feeling pretty dead today and didn’t participate much in the meeting. I had a harder time getting my points across and didn’t talk a whole lot.** |
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