

Team Member Evaluation Form

Instructions:

Each team member should complete this form for **each of their teammates, including themselves**. Be honest and constructive in your evaluations. In **groups of four**, each member will evaluate **four people** (including themselves). In **groups of five**, each member will evaluate **five people** (including themselves).

For each category, circle the number that best describes the team member's performance on a scale of **1 (Needs Improvement)** to **5 (Excellent)**.

Your Name: _____

Group Name: _____

Team Member Evaluations

(Include your own name in one of the spaces below and evaluate yourself as well.)

Team Member Name	Effort & Contribution	Collaboration & Communication	Overall Reliability
1.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
2.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
3.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
4.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5
5.	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5

Evaluation Criteria Descriptions:

- **Effort & Contribution:** Did this team member complete their assigned tasks and contribute meaningfully to the project?
- **Collaboration & Communication:** Did they communicate clearly, participate in discussions, use Git and GitLab effectively and work well with teammates?
- **Overall Reliability:** Could the team count on this person to follow through on their responsibilities and meet deadlines?

Additional Comments (Optional)

Use this space to provide any additional feedback about your team members or to explain any ratings.

Final Notes:

This evaluation will be used to assess individual contributions and teamwork. Be thoughtful and fair in your assessments.

Thank you for your feedback!