**Group Project Peer Evaluation and Feedback – To be done in class on Assignment/Project due date**

**Purpose**

* To help you identify yours and others’ strengths and areas for improvement so that they can be more effective team members in the future.
* To ensure that team members who met the group’s expectations receive recognition and reward while any “social loafers” learn more effective ways of team functioning.

**Instructions**

1. *Throughout the project*. Be sure to take the time to provide each other with thought-out, respectful feedback concerning each others performance in the group. Note that you should focus on the person’s group functioning rather than on his or her task performance (e.g., whether they were helpful to team members, whether they participated in discussions, etc.). The information shared in this feedback process is between you and your group members.
2. *2 minutes in class on the project due date individually*,using the form below,you willgiveeach of your group members (including you) one of the following ratings according to the accompanied behavioral anchors. **ONLY give one of the ratings below.**

**105% -** Any group member who went over and above the duties that they agreed to (e.g., did the section of someone else, who did not hand in their work). This does not apply to someone who self-selects to “go over and above” to get the 105% by doing extra tasks that the group did not deem was necessary to achieving the project goals" (e.g., over complicating process to show a “leadership role”, re-doing pieces of work that were not in need, etc.).

**100%** - Group member contributed well throughout the entire project and met expectations of group. She/he may have missed 1 meeting[[1]](#footnote-0) throughout the term, but had a good excuse. Overall, met all expectations of the group projects and the process to get there.

**90%** - Group member contributed pretty well, but could have been slightly more on top of things and a little more contributive throughout the project.

**80%** - Group member contributed, but missed several meetings and required “hand-holding” to get their work done. The work that they handed in needed significant editing by another group member to increase the quality.

**70%** - Group member rarely attended meetings, participated very little, didn’t meet the group’s expectations, and handed in very poor quality work.

**0%** - Group member participated very little and did not hand in their portion of work.

1. All participant names must be printed and each name must be accompanied by a signature from that person.
2. This form must be handed in at the same time as all your group assignments and project.
3. The form must contain your course code and section identification and Semester/year.

Any questions with regard to this form should be brought up in class.

You can download this page as many times as needed or required and extend the list of names as needed by adding lines to the table.

It must be considered that your participation during the term is crucial to your final grade in this course. While it may be difficult to imagine at the beginning of the semester how this will impact you, rest assured that in the final analysis, success will depend upon how you approach the material from the very start. This form is designed to give you motivation to participate to the fullest extent possible as well as to encourage a spirit of camaraderie during the term.

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| --- | --- | --- |
| **Your** **Name:** | **Your self-rating:** | **Rationale for your rating:** |
| **Group Member’s** **Name** | **Group Member’s** **Rating** | **Rationale for your group member’s rating** |
| 1. |  |  |
| 2. |  |  |
| 3. |  |  |
| 4. |  |  |
| 5. |  |  |

1. (Note that” meetings” can include conversations over email, informal discussions, etc.) [↑](#footnote-ref-0)