Please evaluate your group members’ participation in the presentation.

The purpose of this analysis is to give credit to those students who went the “extra mile” or who did their fair share of the team-based course work. Conversely, if any team member did not do his/her fair share (for whatever reason) then that student should not get full credit for the group work. Be assured that all data on this form will be held in confidence. It is not required but if you feel as if someone did an exceptional or poor job, now is the time to let me know.

# Key to Numerical Ranking

ATTENDANCE (INCLUDING VIRTUAL MEETINGS/GROUP CHATS):

5 = Perfect attendance at all team meetings

4 = Attended meetings regularly

3 = Average attendance

2 = Missed some key meetings and did the minimum amount of work

1 = Poor attendance at meetings and/or poor cooperation/work load

QUANTITY OF WORK (PRODUCTIVITY):

5 = Highest contribution to team in terms of output

4 = Good productivity; always had their work done for the meetings

3 = Sometimes did not have preparatory work completed in time for meetings

2 = Often did not have preparatory work completed in time for meetings

1 = Did very little work; others had to take up the slack

ACADEMIC CONTRIBUTION:

5 = A leader in ideas – a lot of good ideas; enthusiastic

4 = Contributed greatly to the team; had good ideas often

3 = Had good ideas from time to time; an average performance

2 = Either too quiet or not sufficiently interested to be an effective academic contributor

1 = Contributed little to the team

TEAM PLAYER:

5 = A team leader – you may only give this to one person

4 = A team player, excellent cooperation

3 = An average member of the team; good cooperation

2 = Slightly below average member of the team

1 = Contributed the least to the team

TIME MANAGEMENT

5 = Managing time well, everything was on time

4 = Usually submitted work on time, may have been delayed on occasion

3 = Intermittent on managing deadlines well

2 = Usually late on handing things in but got it done

1 = Always late and/or missed work entirely

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| --- | --- | --- | --- | --- | --- | --- |
| Name | Attendance | Quantity of Work | Academic Contribution | Team Player | Time Mgmt | Total Points |
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Your Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DO NOT SCORE YOURSELF

Comments/Details Explaining Above Scores: