

PEER ASSESSMENT OF TEAM MEMBERS

1. Complete a score from A to J for all members of the group ***including yourself***.
2. In the column marked total add up all the scores and write the sum of A to J
3. Divide the TOTAL column by 5 to get an average score on a scale of 1 to 10.
4. **DO NOT HAND IN YOUR PEER ASSESSMENT SHEET UNLESS YOU HAVE COMPLETED ALL OF THE ABOVE**

A. Quantity of Work

Rating

- 0 - Did nothing - uninvolved
- 1 - Does enough to get by
- 2 - Occasionally exceeds standards- needs improvement
- 3- Satisfactory. Does more than what is required
- 4 - Very industrious. High Quality. Consistent
- 5. Always exceeds productivity standards. Outstanding

B. Quality of Work

Rating

- 0 - Careless. Makes frequent mistakes. Assignment suffers.
- 1 - Mistakes frequent enough to question results.
- 2 - Work is basically correct.
- 3 - Accurate when and where it really counts. Satisfactory.
- 4 - Almost always accurate in all areas of contribution
- 5 - Outstanding. Perfect quality. No mistakes.

C. Communication Skills

Rating

- 0 - Blunt, discourteous, does not listen, antagonistic, distant, aloof.
- 1 - Sometimes tactless. Approachable and friendly once known by others.
- 2 - Agreeable and pleasant. Warm, friendly , sociable, listens.
- 3 - Always very polite and willing to help. Very sociable and outgoing. Listens and understands.
- 4 - Courteous and very pleasant. Excellent at establishing good will.
- 5 - Inspiring to others. Artful listener. Really understanding.

D. Initiative

Rating

- 0 - Displays no self starting characteristics. Acts without purpose.
- 1 - Puts forth little effort. Requires prodding - sets no speed records.
- 2 - Puts in minimal effort to get task completed.
- 3- Strives hard. Desire to achieve.
- 4 - High desire to achieve. Always puts in a solid days work.
- 5 - Sets high goals. Self starter with high motivation. Constantly goes beyond call of duty.

E. Efficiency

Rating

- 0 - Work is invariably late.
- 1 - Work occasionally completed on schedule.
- 2 - Work usually complete on schedule. Some contribution to minor problem solving.
- 3 - Work always complete on schedule.
- 4 - Work complete. Consistent in defining and resolving major problems.
- 5 - Work invariably done ahead of schedule. Imaginative. Can be counted on to make major contributions.



F. Personal Relations

Rating

- 0 - A very disruptive influence
- 1 - Is source of some friction
- 2 - Causes no problems
- 3 - Satisfactory, harmonious
- 4 - Is a positive factor
- 5 - Respected by others. Presence adds to environmental stability

G. Group Meeting Attendance

Rating

- 0 - Never attended any meetings. Showed no interest.
- 1 - Occasionally attended. Would commit and then not show.
- 2 - Sometimes uncooperative in planning schedule. Hard to get in touch with. Would usually attend.
- 3 - Would attend. Usually late
- 4 - Could be counted on to attend.
- 5 - Never missed a meeting. Always on time

H. Attitude and Enthusiasm

Rating

- 0 - Poor disposition, uninvolved, indifferent
- 1 - Unenthusiastic, blase
- 2 - Half hearted
- 3 - Positive demeanour
- 4 - Positive attitude and spirited.
- 5 - Exuberant and eager. Positive influence. Inspiring to others. Team builder.

I. Effort

Rating

- 0 - Puts forth no effort. Expects others to carry the load.
- 1 - Puts forth some effort.
- 2 - Displays enough effort to get by.
- 3 - Solid contributions
- 4 - Strives very hard. Energetic.
- 5 - Self starter. Consistently goes beyond call of duty.

J. Dependability

Rating

- 0 - Uninvolved. Unreliable
- 1 - Unsteady, but tries somewhat.
- 2 - Occasionally would come through. Inconsistent.
- 3 - Needs some improvement. Suitable.
- 4 - Very trustworthy. Could be counted on to take responsibility.
- 5 - Always responsible. Kept the group together and in the right direction. Steady influence

Source: S. Winger-Haunty (1990), unpublished teaching resources University of Wisconsin Stout; adapted by Ian Knowd and Pheroza Daruwalla 1999, University of Western Sydney