



SCHOOL OF _____

STUDENT EVALUATION OF GROUP MEMBER PARTICIPATION

Great teamwork enhances group outcomes. This form has two functions: to provide you with a guide to the behaviours expected of you as a team member **and** as a means of evaluating your contribution and that of each other team member on completion of the project. Evaluations may be used by your lecturer to determine the final project mark for each person in your team. On formation of the team, examine the participation criteria carefully. Think about how you will contribute to the group effort and discuss this as a team. Write your own name below ('Self') and that of each other person. On completion of the project use the form to evaluate yourself and the team. Circle the letter that best describes the person's participation for each criterion, then give the form to your lecturer.

Note: each student must complete a separate form

STUDENT DETAILS

Person 1

(self): _____

Person 2: _____

Person 3: _____

Person 4: _____

Person 5: _____

Person 6: _____

Person						Participation criteria
1	2	3	4	5	6	
a	a	a	a	a	a	Planning/organising of project a) Took a leading role & gave time to planning b) Did fair share of planning work c) Did some planning work but less than others d) Did not participate in planning activities
b	b	b	b	b	b	
c	c	c	c	c	c	
d	d	d	d	d	d	
a	a	a	a	a	a	Conceptualisation of the project a) Took a leading role b) Contributed good ideas c) Contributed some ideas but less than others d) Did not contribute to project conceptualisation
b	b	b	b	b	b	
c	c	c	c	c	c	
d	d	d	d	d	d	
a	a	a	a	a	a	Attendance at team meetings a) Organised meetings & facilitated the involvement of team members b) Attended all scheduled meetings c) Missed one or more meetings but informed others in advance d) Missed one or more meetings but did not inform others in advance e) Poor attendance
b	b	b	b	b	b	
c	c	c	c	c	c	
d	d	d	d	d	d	
e	e	e	e	e	e	
a	a	a	a	a	a	Meeting team deadlines a) Always worked to deadlines b) Missed one or two deadlines but negotiated changes with others c) Missed one or two deadlines without discussion with others causing minor problems for team d) Poor in meeting team deadlines causing major problems for the team
b	b	b	b	b	b	
c	c	c	c	c	c	
d	d	d	d	d	d	
a	a	a	a	a	a	Cooperation, flexibility & resourcefulness a) An excellent team member & facilitator b) A good team member c) Generally worked well as a team member with some lapses d) Difficult and uncooperative
b	b	b	b	b	b	
c	c	c	c	c	c	
d	d	d	d	d	d	
a	a	a	a	a	a	Quality of work submitted to team a) High quality contributions b) Good contributions c) Fair contributions with some lapses in the quality or amount of work submitted d) Submitted work but it was unsuitable for inclusion as part of team output
b	b	b	b	b	b	
c	c	c	c	c	c	
d	d	d	d	d	d	
e	e	e	e	e	e	

						e) Failed to submit work, or work not submitted in time
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