

PRJ62204 Minor Project | Peer Evaluation

Objective:

As a result of completing this task as a group, students will be able to:

- identify the attributes, attitudes and behaviours that ensure group work is a positive and productive experience.
- provide feedback to peers on their individual contributions to a group work experience.

Background

Group work is an important component of this module. It develops your professional communication skills and your ability to collaborate with your peers. These are highly desirable employability skills. This questionnaire is to be used by you to provide feedback to group members on their engagement with the group.

There are seven criteria. Each describes elements essential to a productive group. Using the 4-point scale provided, consider each category separately and rate group members.

Instructions: how to rate peers

1. Please think hard and honestly about each of the criteria and how you and each group member performed. It is not necessary that everyone get the highest score on each item. Different people will have different strengths and different contributions.
2. Write explanations and examples that support your ratings in the space beside each rating item.
3. Complete one form inserting each peer's name, comments, and a mark for each criterion. Insert your own name.
4. Submit all forms.

Your rating should be based on your individually considered perceptions and experiences. The feedback provided to group members should reflect your independent views based on your own experiences of the group. It does not require group discussion and should not reflect a collective group decision. The purpose is to provide an opportunity for your peers to learn where their strengths lie and where they could perhaps improve their communication and collaborative skills.

Your Name & Specialization:

Project Title and Group No.:

Scoring For each category, award each member of your team a score from 0-3 using this scale. At the end, total these marks	3 – High level of contribution in this respect 2 – About average for the group in this respect 1 – Not as good as most of the group in this respect 0 – No help at all to the group in this respect	
	Criteria	Comments, Examples, Explanations, etc.
	1. Organisational skills Attends meetings regularly and on time.	Mark
	Yap Wun Yee: Comment: Pretty Attentive in meetings, albeit sometimes late for 15-20 mins.	2
	Bertrand Alden: Comment: Attends meeting regularly on time, but not as approachable as other members.	2
	Sun Jia Yi: Comment: Pretty Attentive in meetings, albeit sometimes late 15-20 mins.	2
	Tong Qin Yuan: Comment: Attends meeting regularly on time, but not as approachable as other members.	2

2. Time Management & Responsibility Accepts fair share of work and reliably completes it by the required time.	Yap Wun Yee: Comment: Gets the job done reliably on time, and have accepted a fair share of work.	3
	Bertrand Alden: Comment: Gets the job done reliably on time, and have accepted a fair share of work.	3
	Sun Jia Yi: Comment: A bit late on the schedule from time to time, but otherwise she accepted a fair share of work.	2
	Tong Qin Yuan: Comment: A bit late on the schedule from time to time, but otherwise she accepted a fair share of work.	2
3. Adaptability Displays or tries to develop a wide range of skills in service of the project; readily accepts changed approach or constructive criticism.	Yap Wun Yee: Comment: Displays reliable UI skills, both in mobile and UI, but the approach hasn't changed much.	2
	Bertrand Alden: Comment: Displays reliable UI skills, both in mobile and UI, and accepts constructive criticism.	3
	Sun Jia Yi: Comment: Displays reliable packaging design skills, and accepts constructive criticism.	3
	Tong Qin Yuan: Displays limited animation skills, and seem to have a habit of hearing but not listening to criticism	1
4. Creativity/Originality Problem-solves when faced with impasses or challenges; originates new ideas, initiates team decisions.	Yap Wun Yee: Comment: Good problem solving skills with the UI and the Vending Machine Prototype, and sometimes initiates team decisions while I'm not always around.	3
	Bertrand Alden: Comment: Displays good problem solving skills that is adequate to the feedback given.	3
	Sun Jia Yi: Comment: Displays good problem solving skills that is adequate to the feedback given.	3
	Tong Qin Yuan: Displays some problem-solving skills in animation, although sometimes needs extra help along the way.	2

5. Communication Skills Effective in discussions, good listener, capable presenter, proficient at diagramming, representing, and documenting work.	Yap Wun Yee: Comment: Effective during both discussions and presentations, and often participates and clarify when making sure the teams are on the same page.	3
	Bertrand Alden: Comment: Not much of a talker, but he is proficient at listening and diagramming.	2
	Sun Jia Yi: Comment: Displays a good effort on documenting work and is a capable listener, especially when given feedback	3
	Tong Qin Yuan: Comment: Displays a somewhat good effort of listening and documenting work.	2
6. General Team Skills Positive attitude, encourages and motivates team, supports team decisions, helps team reach consensus, helps resolve conflicts in the group.	Yap Wun Yee: Comment: Capable of staying positive and help team to understand the consensus of our tasks.	3
	Bertrand Alden: Comment: Doesn't display much on team skills, although he is prone to working with Wun Yee resolve on the UI page, so that counts.	2
	Sun Jia Yi: Comment: Capable of staying positive and help resolve conflict.	2
	Tong Qin Yuan Comment: Doesn't display much on team skills, but some display of attempts on trying to work with everyone has shown.	1
7. Technical Skills Ability to create and develop materials on own initiative, provide technical solutions to problems.	Yap Wun Yee: Comment: Capable of providing technical solutions for the UI, albeit sometimes not as polished.	2
	Bertrand Alden: Comment: Capable of providing technical solutions for the UI, but also shown good diagramming and planning skills in the technical aspect.	3
	Sun Jia Yi: Comment: Capable of providing mockups for packaging, although the use of AI of hers during her progress is sometimes questionable.	2

	Tong Qin Yuan: Comment: Display a limited technical aspect of animation skills, which can sometimes proved to be troubling in progress at times.	1
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