Team Report Evaluation

Name: _____

Team: _____

Outstanding   Above Average   Acceptable   Limited Potential   Not Acceptable
     5   4   3   2   1

<u>SECTION I--Evaluate each team member individually, (and honestly) noting their ability to cooperate with the team as well their individual effort in the team project.</u>

Insert Team Members' Names

Criterion					
1. Regularly attended meetings and contributed constructively.					
2. Was prepared at the meetings and met deadlines.					
3. Showed respect to other members by listening and reducing conflict.					
4. Assisted with organizing, planning & preparation of the presentation.					
5. Assisted with organizing, planning & preparation of the report.					
6. My overall assessment of this person's contribution.					

<u>SECTION II--OVERALL EVALUATION and COMMENTS</u>

In working with this team what role did you play (leader, facilitator, etc.)?

Was there a designated leader or was this role shared?

Did you feel that this team worked well together?

What did you find most difficult in working with this team? Most constructive?

Overall I would rank our team effort as : 5 4 3 2 1