

# Self and Peer Assessment of Team Contributions

Course: \_\_\_\_\_ Date: \_\_\_\_\_ Submitted By: \_\_\_\_\_

Please provide a numerical score between 1 (low) and 7 (high) for each member of your team and each category described below. A score of 4 should be considered average. A score of 1 or 7 should be given only rarely. Please read the descriptions and reflect on your choices carefully. The assessment process is an important part of being a good team member; and being a good team member is an important part of being a professional.

Enter your <b>name or initials</b> and your team members' names or initials.	self						
<b>Leadership and initiative:</b> Give a high score to someone who volunteers for tough tasks, help organize and lead meetings, and work to resolve conflicts in the team. Give a low score to someone who interferes with team productivity or sabotages the project.							
<b>Reliability:</b> Consider whether the person shows up to meetings on time, does assigned work on time, and is ready to participate during meetings.							
<b>Effort and amount of work:</b> Consider both the amount of time the person spends working and the amount of work that gets done. Consider all team tasks such as research, calculations, computer programming, making graphs and figures, and writing.							
<b>Quality of work:</b> Consider whether the person's work has to be corrected or replaced. Consider all team tasks such as research, calculations, computer programming, making graphs and figures, and writing.							
<b>Technical contributions, creativity, and talent.</b> Give a high score to someone whose knowledge or skills enabled her or him to solve the most difficult problems and complete the most difficult tasks. Give a low score to someone who can only do the most simple tasks independently.							
<b>Overall Rating:</b> Consider all of the categories described above. Provide more weight to those categories for which the person's contribution (positive or negative) are most important to the team. For example, if the team has an abundance of leadership, this category may be less important than others.							

**Specific Comments.** Please make specific comments about the strength and weaknesses of each team member including yourself.

**Yourself:**

**Team Member:**

**Team Member:**

**Team Member:**

**Team Member:**

**Team Member:**