

### Team Participation Assessment: Summary

**Team:** \_\_\_\_\_ **Your Name:** \_\_\_\_\_

| Categories                                   | Poor: 1 point   | Fair: 2 points   | Proficient: 3 points   | Excellent: 4 points  | Team Rating of You | Self-Rating |
|--|---|--|--|--|--------------------|-------------|
| <b>Responsibility and Punctuality</b>        | Frequently failed to complete tasks on time   | Sometimes failed to complete tasks on time.  | Met responsibilities and completed most tasks on time                                  | Exceeded our expectations on timely completion of tasks and follow up                              |                    |             |
| <b>Quality of Work Submitted to the Team</b> | Quality of work for team products often failed to meet our expectations                     | Quality of work for team products sometimes failed to meet our expectations                    | Quality of work for team products met our expectations                                 | Quality of work for team products frequently exceeded our expectations.                            |                    |             |
| <b>Cooperation</b>                           | Uncooperative or unwilling to listen to and support others to achieve group goals           | Generally cooperative, but occasionally unwilling to listen to or support colleagues           | Consistently listened to others' ideas and worked cooperatively to achieve group goals | Consistently listened to others; willing to sacrifice personal interests to achieve group goals    |                    |             |
| <b>Leadership</b>                            | Generally passive with respect to leadership roles in planning tasks and resolving problems | Provided occasional leadership but generally left others to take initiative and solve problems | Provided some leadership and initiative to help the team achieve its goals             | Provided effective leadership to help the team achieve its goals and productively resolve problems |                    |             |
| <b>Overall Assessment</b>                    | I would avoid or refuse to work with this member again.                                     | I'd be willing to work with this member again, but would not seek the opportunity.             | I would be happy to work with this member again.                                       | I would actively seek to work with this member again.  |                    |             |
| <b>Instructor Comments:</b>                  |   |  |  | <b>Total Scores</b>  |                    |             |
|  |   |  |  |  |                    |             |