

EVALUATION – TEAMWORK SKILLS

Project Description: Cooperative creation of a newspaper structure to improve communication and teamwork skills of students in a group setting.

Criteria (objective or performance)	Level/Description and Associated Score					Score Received
	1 Unsatisfactory	2 Needs improvement	3 Acceptable	4 Commendable	5 Exemplary	
Actively participates in a group.	<i>No participation evident.</i>	<i>Participates less than 45 minutes.</i>	<i>Participates at least 45 minutes.</i>	<i>Participates at least 55 minutes.</i>	<i>Complete participation for class.</i>	
Knows the rules and values of the group.	<i>Can not identify any.</i>	<i>Knows 50% of them.</i>	<i>Knows 70% of them.</i>	<i>Knows 90% of them.</i>	<i>Knows all of them.</i>	
Listens to others.	<i>No sign of listening.</i>	<i>Frequently not listening. (Less than 70%)</i>	<i>Attentive 70% of the time.</i>	<i>Always attentive.</i>	<i>Encourages others to be attentive.</i>	
Is sensitive to others ideas and views.	<i>Consistently “knocks down” others.</i>	<i>Acts annoyed and ignores others ideas.</i>	<i>Listens to others but clearly doesn’t like to.</i>	<i>Always receptive to others views.</i>	<i>Encourages others to express ideas.</i>	
Is willing to compromise to achieve goal.	<i>No efforts to compromise or participate.</i>	<i>Does not like to discuss compromise concerns.</i>	<i>Discusses but argumentative.</i>	<i>Discusses compromise issues with willingness.</i>	<i>Always works toward a group consensus.</i>	
Is a leader or a follower to achieve goal.	<i>Has no input for group.</i>	<i>Only does what is told.</i>	<i>Helps when asked.</i>	<i>Assists with lead regularly.</i>	<i>Takes the lead regularly.</i>	
Works in changing settings.	<i>Sits in one place and does not participate.</i>	<i>Adapts only after great coercion.</i>	<i>Adapts when necessary.</i>	<i>Adapts willingly to changes.</i>	<i>Adapts to changes and makes others comfortable.</i>	
Works with people of differing backgrounds.	<i>Talks to only one or no other team member.</i>	<i>Talks to 50% of members.</i>	<i>Talks to 75% of members</i>	<i>Talks to 85% of members.</i>	<i>Talks to all members</i>	
Completes tasks reliably.	<i>No assignment completed.</i>	<i>Less than 3 per week on time.</i>	<i>Most assignments completed on time.</i>	<i>Assignments completed on time.</i>	<i>Assignments finished early.</i>	
Uses appropriate verbal and nonverbal skills.	<i>Is inappropriate if participates at all.</i>	<i>Inappropriate 2 – 4 times.</i>	<i>Less than 2 inappropriate events.</i>	<i>Is appropriate at all times.</i>	<i>All participation encourages others to be appropriate.</i>	
Total Points						