PEER EVALUATION FORM

1. Give each team member a numerical evaluation [4(excellent), 3(good),2(fair),1(poor)] for each of the criteria below.

2. Provide comments if you can. These will enable us to understand your evaluation better.

POINTS

Team Member Criteria						
Attends Team Meetings						
Listens to others						
Cooperates well						
Accepts responsibility						
Shows respect for others						
Finishes assigned tasks						

Percentage:

Allocate a percentage from 0 - 100 for each member. You may want to think in terms of letter grades (90 - 100% = "A", 80 - 90% = "B", etc.) A person should receive a "0" if he or she never attended a meeting or did not participate as a team member.

Comments:

Name: _____

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POINTS

Team Member / Criteria	James Perry	John Doe	Coleen Joyce	Jane Martin	Joe Ford	
Attends Team Meetings	4	1	3	3	4	
Listens to others	4	2	3	4	4	
Cooperates well	4	2	3	3	4	
Accepts responsibility	4	2.	3	3	4	
Shows respect for others	4	2	4	4	4	
Finishes assigned tasks	4	1	4	4	4	
Percentage:	100%	60%	90%	95%	100%	

Allocate a percentage from 0 - 100 for each member. You may want to think in terms of letter grades (90 - 100% = "A", 80 - 90% = "B", etc.) A person should receive a "0" if he or she never attended a meeting or did not participate as a team member.

Comments:
This has been a great experience working with my team. We had some real problems at the beginning of the semester but to our surprise we were able to work things out.

Name: _____

EXAMPLES of CALCULATIONS FOR TEAM PROJECT GRADES:

Team Project: Amendment and Policy Proposal = 20% of the total grade for the course

Example #1:

Team Grade: A (4.0)   **Percentage Contribution for Team Member: 100%**

Final Individual Grade: 4.0 x 1.00 = 4.0 = A

Example #2:

Team Grade: B (3.0)   **Percentage Contribution for Team Member: 90%**

Final Individual Grade: 3.0 x .90 = 2.7 = B-

Example #3:

Team Grade: C (2.0)   **Percentage Contribution for Team Member: 75%**

Final Individual Grade: 2.0 x .75 = 1.5 = C-

Example #4:

Team Grade: A (4.0)   **Percentage Contribution for Team Member: 50%**

Final Individual Grade: 4.0 x .50 = 2.0 = C

I hope this helps you understand how your final team project grade will be calculated. You can only get as high a grade as your team grade. You can get a substantially lower grade if you do not participate as an active member of your team.

GOOD LUCK!!