

Assessing Teamwork

Use for:

- Student self-assessment
- Instructor assessment of student

Student: _____

Date: _____

Instructions

When used as a self-assessment by students

Assess *yourself and your teammates* using indicators of effectiveness, appropriateness and responsiveness of teamwork.

For each indicator:

- Place an ✕ at the level of your performance.
- Place an ○ at the level where you believe your teammates performed.

When used as a student assessment by instructors

Assess the student using indicators of effectiveness, appropriateness and responsiveness.

For each indicator, place an ✕ at the level of the student's performance.

| Assessment | | | | Indicator |
|------------|---------|-----------|---------|--|
| Always | Usually | Sometimes | Not Yet | Effectiveness |
| | | | | ↳ Presents ideas in an organized, concise manner |
| | | | | ↳ Supports contributions with facts, examples, etc. |
| | | | | ↳ Expresses ideas with confidence |
| | | | | ↳ Uses tools productively |
| | | | | ↳ Offers ideas related to tasks and goals |
| Always | Usually | Sometimes | Not Yet | Appropriateness |
| | | | | ↳ References sources when sharing ideas |
| | | | | ↳ Contributes and responds with courtesy and tact |
| | | | | ↳ Uses appropriate technical terminology |
| | | | | ↳ Uses socially appropriate language |
| | | | | ↳ Demonstrates respectful behaviors toward others |
| Always | Usually | Sometimes | Not Yet | Responsiveness |
| | | | | ↳ Builds on or links to contributions of others |
| | | | | ↳ Accepts feedback |
| | | | | ↳ Clarifies ideas based on feedback |
| | | | | ↳ Demonstrates active listening |
| | | | | ↳ Communicates clearly both verbally and nonverbally |