

Evaluation form (fellow students) Effective teamwork

Name:

Course:

Date:

Use the scoring system below to evaluate each of your fellow students and yourself, on each of the items mentioned. Then, in your own words, describe everyone's strengths and weaknesses, including your own. **Make sure you fill out a score in all the boxes!**

(5 = excellent 4 = good 3 = satisfactory 2 = unsatisfactory 1 = poor)

Names of fellow group members:

1. 2. 3. 4. 5. 6.

You

1. Participation

- attendance
- preparation
- active participation in consultations/discussion
- responsibility: taking the initiative/being cooperative

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2. Teamwork and communication

- Fair distribution of workload, meeting one's commitments
- time management: planning and monitoring
- communication (listening, feedback, argumentation); contribution to the work atmosphere
- structured consultation (proper allocation of tasks chairperson and minutes secretary)
- internal communication

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3. Problem-solving skills

- gathering, contributing and using information
- making deliberate choices

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4. Further qualities

- creativity in terms problem-solving
- independent judgement
- critical-reflective attitude

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5. Evaluation of everyone's strengths

* your own:

* #2 :

* #3:

* # 4:

6. Evaluation of everyone's weaknesses:

* your own:

* #2 :

* #3:

* # 4:

Further comments:

Summary table effective teamwork (including tutor's evaluation)

Name:

Tutor:

Course:

Date:

(5 = excellent 4 = good 3 = satisfactory 2 = unsatisfactory 1 = poor)

	Own ev.	Ev. fellow students	Ev. tutor
1. Participation			
- attendance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- preparation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- active participation in consultations/discussion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- responsibility: taking the initiative/being cooperative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Teamwork and communication			
- fair distribution of workload, meeting one's commitments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- time management: planning and monitoring	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- communication (listening, feedback, argumentation); contribution to the work atmosphere	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- structured consultation (proper allocation of tasks chairperson and minutes secretary)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- internal communication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Problem-solving skills			
- gathering, contributing and using information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- making deliberate choices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Further qualities			
- creativity in terms problem-solving	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- independent judgement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- critical-reflective attitude	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Strongest points of your contribution to the team:			
Aspects deserving further attention:			

Final mark: