## **Peer Evaluation Rubrics**

## 1) Teamwork Evaluation Criteria

Criteria (Weighs)	Score from 1 to 9 <sup>1,2</sup> (1: Never; 3: Rarely; 5: Occasionally; 7: Frequently; 9: Always)									
(For 6-members team)	Member A	Member B	Member C	Member D	Member E					
Member name										
a. Fulfilling one's responsibilities duly (15%)										
Behaved responsibly—such as attend meetings punctually and regularly; participate in			Score from 1 to	9						
discussion; complete assigned tasks/roles punctually.										
		Qualit	ative comments	s/reasons						
b. Fulfilling one's responsibilities effectively (25%)										
Behaved and contributed effectively—such as quality of work produced; creativity of ideas;	Score from 1 to 9									
extensiveness of research and thinking.										
		Qualit	ativo commont	s /roasons						
		Quanti	ative comments							
c. Managing interpersonal relationships (30%)										
Listened attentively to and sought inputs from others; helped team resolve conflicts and			Score from 1 to	9						
achieved common understanding to function effectively; promoted respect for others and										
differences; fostered camaraderie.		Qualit	ative comments	s/reasons						
d. Providing support to others to achieve goals (30%)	•									
Behaved fairly and ethically—such as sharing responsibilities and giving credits. Exhibited			Score from 1 to	9						
group citizenship behavior—such as helping others to learn and complete their work										
through guidance and encouragement; standing up for others when needed.	Qualitative comments/reasons									

<sup>&</sup>lt;sup>1</sup>Score of 1 should be given only when a team member does not really deserve to be awarded any mark for the team assignment (i.e., zero mark) because the member either has not or has barely participated and/or contributed to the team assignment in any meaningful manner.

<sup>&</sup>lt;sup>2</sup>See detailed score descriptions for each criterion in Appendix 3b.

## 2) Teamwork Evaluation Criteria – Score Descriptions

Please use the descriptors in to guide your evaluations. For example, if the peer exceeds the descriptor for "1" but does not yet meet the threshold described in "3", then select "2"

a. Fulfilling one's respon	nsibilities duly (15%)								
	1	2	3	4	5	6	7	8	9
	Never		Rarely		Occasionally		Frequently		Always
Behaved responsibly—such as attend meetings punctually and regularly; participate in discussion; complete assigned tasks/roles punctually.	Did not participate actively in team meetings at all (even though he/she might still be present.) Did not contribute any useful ideas that were relevant for getting the project completed. Did not submit any or usable work on time and never did so without prompting.		Rarely participated actively in team meetings. Rarely contributed useful ideas that were relevant for getting the project completed. Rarely submitted work on time and did so rarely without prompting.		Occasionally participated actively in team meetings. Occasionally contributed useful ideas that were relevant for getting the project completed. Occasionally submitted work on time and did so occasionally without prompting.		Frequently participated actively in team meetings. Often contributed useful ideas that were relevant for getting the project completed. Frequently submitted assigned work on time without prompting.		Always participated actively in team meetings. Always contributed useful ideas that were relevant for getting the project completed. Always submitted assigned work on time without prompting.
b. Fulfilling one's respon	nsibilities effectively (25%)								
	1	2	3	4	5	6	7	8	9
	Never		Rarely		Occasionally		Frequently		Always
Behaved and contributed effectively—such as quality of work produced; creativity of ideas; extensiveness of research and thinking.	Quality could not be evaluated because nothing relevant or usable was submitted.		Quality of work could be improved vastly; required major revisions before submission. Work reflected superficial effort in completing the project.		Quality of work could be improved; required some revisions before submission. Work reflected some effort in completing the project.		Quality of work was of reasonably acceptable standards; required minor revisions before submission. Work reflected reasonable effort in completing the project.		Quality of work was of highly acceptable standards; required no revision before submission. Work reflected extensive effort in completing the project.

c. Managing interperso	4	_	3		5		7	6	^
	Never	2	Rarely	4	Occasionally	6	Frequently	8	9 Always
Listened attentively to	Never listened to others.		Rarely listened to others.		Occasionally listened to		Frequently listened to		Always listened to
•	Never attempted to help		Rarely attempted to help		others, with occasional		others, with frequent		others, always
and sought inputs	team resolve conflicts.		team resolve conflicts.		attempts to help team		attempts to help team		attempted to help team
from others; helped	Never attempted to		Rarely attempted to		resolve conflicts.		resolve conflicts.		resolve conflicts. Always
team resolve conflicts	achieve common		achieve common		Occasionally attempted		Frequently attempted to		attempted to achieve
and achieved common	understanding to function		understanding to function		to achieve common		achieve common		common understanding
understanding to	effectively as a team.		effectively as a team.		understanding to		understanding to		to function effectively as
function effectively;	Never promoted respect		Rarely promoted respect		function effectively as a		function effectively as a		a team. Always
promoted respect for	for others, with no		for others, with rare		team. Occasionally		team. Frequently		promoted respect for
others and	attempt to foster		attempts to foster		promoted respect for		promoted respect for		others and
differences; fostered	camaraderie.		camaraderie.		others, with occasional		others, with notable		demonstrated
camaraderie.					attempts to foster		attempts to foster		consistent attempts to
					camaraderie.		camaraderie.		foster camaraderie.
D. Providing support to others to achieve goals (30%)									
D. Providing support to	others to achieve goals (3)	0%)							
D. Providing support to	others to achieve goals (30	0%) 2	3	4	5	6	7	8	9
D. Providing support to	1	0%) 2		4	5 Occasionally	6	7 Frequently	8	9 Always
D. Providing support to  Behaved fairly and	1	0%) 2	3	4		6	Frequently Frequently took on a fair	8	Always Always took on a fair
•	1 Never	0%) 2	3 Rarely	4	Occasionally	6	Frequently Frequently took on a fair share of responsibilities;	8	Always Always took on a fair
Behaved fairly and	Never  Never took on a fair share of responsibilities; never gave appropriate credits	0%) 2	Rarely Rarely took on a fair share of responsibilities; rarely gave appropriate credits	4	Occasionally Occasionally took on a fair share of responsibilities;	6	Frequently Frequently took on a fair share of responsibilities; frequently gave	8	Always Always took on a fair share of responsibilities; always gave appropriate
Behaved fairly and ethically—such as sharing	Never  Never took on a fair share of responsibilities; never gave appropriate credits to others. Never	0%) 2	Rarely Rarely took on a fair share of responsibilities; rarely gave appropriate credits to others. Rarely	4	Occasionally Occasionally took on a fair share of responsibilities; occasionally gave	6	Frequently Frequently took on a fair share of responsibilities; frequently gave appropriate credits to	8	Always Always took on a fair share of responsibilities; always gave appropriate credits to others. Always
Behaved fairly and ethically—such as sharing responsibilities, and	Never  Never took on a fair share of responsibilities; never gave appropriate credits to others. Never attempted to help others	0%) 2	Rarely Rarely took on a fair share of responsibilities; rarely gave appropriate credits to others. Rarely attempted to help others	4	Occasionally Occasionally took on a fair share of responsibilities; occasionally gave appropriate credits to	6	Frequently  Frequently took on a fair share of responsibilities; frequently gave appropriate credits to others. Frequently	8	Always  Always took on a fair share of responsibilities; always gave appropriate credits to others. Always attempted to help
Behaved fairly and ethically—such as sharing responsibilities, and giving credits.	Never  Never took on a fair share of responsibilities; never gave appropriate credits to others. Never attempted to help others learn; never provided	2	Rarely Rarely took on a fair share of responsibilities; rarely gave appropriate credits to others. Rarely attempted to help others learn; rarely provided	4	Occasionally Occasionally took on a fair share of responsibilities; occasionally gave appropriate credits to others. Occasionally	6	Frequently  Frequently took on a fair share of responsibilities; frequently gave appropriate credits to others. Frequently attempted to help	8	Always  Always took on a fair share of responsibilities; always gave appropriate credits to others. Always attempted to help others learn; always
Behaved fairly and ethically—such as sharing responsibilities, and giving credits. Exhibited group	Never  Never took on a fair share of responsibilities; never gave appropriate credits to others. Never attempted to help others learn; never provided guidance and	2	Rarely Rarely took on a fair share of responsibilities; rarely gave appropriate credits to others. Rarely attempted to help others learn; rarely provided guidance and	4	Occasionally Occasionally took on a fair share of responsibilities; occasionally gave appropriate credits to others. Occasionally attempted to help	6	Frequently  Frequently took on a fair share of responsibilities; frequently gave appropriate credits to others. Frequently attempted to help others learn; frequently	8	Always  Always took on a fair share of responsibilities; always gave appropriate credits to others. Always attempted to help others learn; always provided guidance and
Behaved fairly and ethically—such as sharing responsibilities, and giving credits. Exhibited group citizenship behavior—	Never  Never took on a fair share of responsibilities; never gave appropriate credits to others. Never attempted to help others learn; never provided guidance and encouragement. Never	0%) 2	Rarely Rarely took on a fair share of responsibilities; rarely gave appropriate credits to others. Rarely attempted to help others learn; rarely provided guidance and encouragement. Rarely	4	Occasionally Occasionally took on a fair share of responsibilities; occasionally gave appropriate credits to others. Occasionally attempted to help others learn;	6	Frequently  Frequently took on a fair share of responsibilities; frequently gave appropriate credits to others. Frequently attempted to help others learn; frequently provided guidance and	8	Always  Always took on a fair share of responsibilities; always gave appropriate credits to others. Always attempted to help others learn; always provided guidance and encouragement. Always
Behaved fairly and ethically—such as sharing responsibilities, and giving credits. Exhibited group citizenship behavior—such as helping others	Never  Never took on a fair share of responsibilities; never gave appropriate credits to others. Never attempted to help others learn; never provided guidance and encouragement. Never stood up for others when	<u>0%)</u> 2	Rarely Rarely took on a fair share of responsibilities; rarely gave appropriate credits to others. Rarely attempted to help others learn; rarely provided guidance and encouragement. Rarely stood up for others when	4	Occasionally Occasionally took on a fair share of responsibilities; occasionally gave appropriate credits to others. Occasionally attempted to help others learn; occasionally provided	6	Frequently  Frequently took on a fair share of responsibilities; frequently gave appropriate credits to others. Frequently attempted to help others learn; frequently provided guidance and encouragement.	8	Always  Always took on a fair share of responsibilities; always gave appropriate credits to others. Always attempted to help others learn; always provided guidance and encouragement. Always stood up for others
Behaved fairly and ethically—such as sharing responsibilities, and giving credits. Exhibited group citizenship behavior—such as helping others to learn and complete	Never  Never took on a fair share of responsibilities; never gave appropriate credits to others. Never attempted to help others learn; never provided guidance and encouragement. Never	0%)	Rarely Rarely took on a fair share of responsibilities; rarely gave appropriate credits to others. Rarely attempted to help others learn; rarely provided guidance and encouragement. Rarely	4	Occasionally Occasionally took on a fair share of responsibilities; occasionally gave appropriate credits to others. Occasionally attempted to help others learn; occasionally provided guidance and	6	Frequently  Frequently took on a fair share of responsibilities; frequently gave appropriate credits to others. Frequently attempted to help others learn; frequently provided guidance and encouragement.  Frequently stood up for	8	Always  Always took on a fair share of responsibilities; always gave appropriate credits to others. Always attempted to help others learn; always provided guidance and encouragement. Always
Behaved fairly and ethically—such as sharing responsibilities, and giving credits. Exhibited group citizenship behavior—such as helping others to learn and complete their work through	Never  Never took on a fair share of responsibilities; never gave appropriate credits to others. Never attempted to help others learn; never provided guidance and encouragement. Never stood up for others when	0%)	Rarely Rarely took on a fair share of responsibilities; rarely gave appropriate credits to others. Rarely attempted to help others learn; rarely provided guidance and encouragement. Rarely stood up for others when	4	Occasionally Occasionally took on a fair share of responsibilities; occasionally gave appropriate credits to others. Occasionally attempted to help others learn; occasionally provided guidance and encouragement.	6	Frequently  Frequently took on a fair share of responsibilities; frequently gave appropriate credits to others. Frequently attempted to help others learn; frequently provided guidance and encouragement.	8	Always  Always took on a fair share of responsibilities; always gave appropriate credits to others. Always attempted to help others learn; always provided guidance and encouragement. Always stood up for others
Behaved fairly and ethically—such as sharing responsibilities, and giving credits. Exhibited group citizenship behavior—such as helping others to learn and complete their work through guidance and	Never  Never took on a fair share of responsibilities; never gave appropriate credits to others. Never attempted to help others learn; never provided guidance and encouragement. Never stood up for others when	0%)	Rarely Rarely took on a fair share of responsibilities; rarely gave appropriate credits to others. Rarely attempted to help others learn; rarely provided guidance and encouragement. Rarely stood up for others when	4	Occasionally Occasionally took on a fair share of responsibilities; occasionally gave appropriate credits to others. Occasionally attempted to help others learn; occasionally provided guidance and encouragement. Occasionally stood up	6	Frequently  Frequently took on a fair share of responsibilities; frequently gave appropriate credits to others. Frequently attempted to help others learn; frequently provided guidance and encouragement.  Frequently stood up for	8	Always  Always took on a fair share of responsibilities; always gave appropriate credits to others. Always attempted to help others learn; always provided guidance and encouragement. Always stood up for others
Behaved fairly and ethically—such as sharing responsibilities, and giving credits. Exhibited group citizenship behavior—such as helping others to learn and complete their work through guidance and encouragement;	Never  Never took on a fair share of responsibilities; never gave appropriate credits to others. Never attempted to help others learn; never provided guidance and encouragement. Never stood up for others when	0%)	Rarely Rarely took on a fair share of responsibilities; rarely gave appropriate credits to others. Rarely attempted to help others learn; rarely provided guidance and encouragement. Rarely stood up for others when	4	Occasionally Occasionally took on a fair share of responsibilities; occasionally gave appropriate credits to others. Occasionally attempted to help others learn; occasionally provided guidance and encouragement.	6	Frequently  Frequently took on a fair share of responsibilities; frequently gave appropriate credits to others. Frequently attempted to help others learn; frequently provided guidance and encouragement.  Frequently stood up for	8	Always  Always took on a fair share of responsibilities; always gave appropriate credits to others. Always attempted to help others learn; always provided guidance and encouragement. Always stood up for others
Behaved fairly and ethically—such as sharing responsibilities, and giving credits. Exhibited group citizenship behavior—such as helping others to learn and complete their work through guidance and	Never  Never took on a fair share of responsibilities; never gave appropriate credits to others. Never attempted to help others learn; never provided guidance and encouragement. Never stood up for others when	0%)	Rarely Rarely took on a fair share of responsibilities; rarely gave appropriate credits to others. Rarely attempted to help others learn; rarely provided guidance and encouragement. Rarely stood up for others when	4	Occasionally Occasionally took on a fair share of responsibilities; occasionally gave appropriate credits to others. Occasionally attempted to help others learn; occasionally provided guidance and encouragement. Occasionally stood up	6	Frequently  Frequently took on a fair share of responsibilities; frequently gave appropriate credits to others. Frequently attempted to help others learn; frequently provided guidance and encouragement.  Frequently stood up for	8	Always  Always took on a fair share of responsibilities; always gave appropriate credits to others. Always attempted to help others learn; always provided guidance and encouragement. Always stood up for others