

Mays, David

From: Goodman, Katherine
Sent: Monday, January 29, 2024 11:12 AM
To: Mays, David
Subject: RE: Formative teamwork assessment for ENGR-1200

Questions:

1. What dept are you in, or intend to be in?
(options: the 5 depts and "Other")

On a 5-point scale of **highly disagree** to **highly agree**, please answer the following:

2. Teamwork is essential to being an engineer or software developer.
3. Teamwork is easy.
4. I know how to engage in successful teamwork for a technical project.
5. I can engage in effective communication with teammates.

true/false:

6. I have participated on a successful team engaged in technical work.
(this will be interesting to re-ask at the end!)

Check all that apply.

7. I believe the following are important for a functioning team:

Teammates attend every team meeting, or communicate in advance if they cannot.

Team completes all work together *

Individuals on the team take responsibility for particular areas of the project

Teammates critique ideas, not each other

Teammates have different abilities or skills

Teammates have the same skills*

Teammates strive to add positive, creative energy to the work, not be an "energy sink"

Teammates are comfortable asking for help from each other

* items are reverse scored.

8. open response: (Optional) Share a teamwork experience you've had in the past. Was it mostly successful or unsuccessful? What helped it be that way? What roles do you generally play on teams? Why? Anything else you want to share?

In the end, the survey you sent me is a team evaluation for effectiveness of that particular team. We do that too, with team/self evals at 3 points in the semester. We can figure out a way to sort those by dept so Civil can have their data. Here, at the start before they've worked with their teammates, what we can gauge is their attitudes and past experiences.

Kate

2/13/2024 4:46 PM

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CE 4067 – Team Member Evaluation Form

This form must be received by the instructor no later than 5:00 pm on Monday of finals week. The method of delivery may include hand it in, place it in the instructor's mail box, e-mail a scanned pdf/jpeg, or U.S. mail.

Student Name: _____

Team/Project: _____

List 2 main accomplishments you have contributed to your project this Semester:

- _____
- _____

List 1 thing you wish you had done better:

- _____

Do you think you adequately served your client this semester (yes/no)? _____

Do you think your team adequately served your client this semester (yes/no)? _____

Do you think your team provided valuable information to your client (yes/no)? _____

What do you wish your team had done differently?

- _____

What letter grade (A, B, C, D, or F) do you think you have earned in this class: _____

With respect to grading your fellow team members, your two options are:

1. If you feel everyone contributed equally to your project (meaning everyone receives a 95% for the team evaluation score) check this box: ☐

2. If you do not feel that everyone contributed equally and therefore should not be compensated equally, state ALL of your team members names (except yourself), their corresponding score of 1 to 10 (defined below) that would indicate how much they have earned, and the reason. Use the space on the back if needed. Please refer to the score descriptions (0-10) below.

- | | |
|---------------------------------------------------------------|--------------------------------------------|
| 10. Perfect, Flawless, Leader, and Overachiever | (100%) - Not everyone can earn 100% |
| 9. Excellent and always present, cooperative | (90%) |
| 8. Above average – took on tasks | (80%) |
| 7. Average, but could have done more | (70%) |
| 6. Good - but needed to contribute more to be up to par | (60%) |
| 5. Needed to do more to help out | (50%) |
| 4. Below average – had to be prodded to do work | (40%) |
| 3. Significantly below average, slacker, unwilling to jump in | (30%) – there will be additional penalties |
| 2. Not motivated to do project | (20%) – there will be additional penalties |
| 1. Unacceptable, negligible contribution, brought others down | (10%) – there will be additional penalties |
| 0. Usually missing and/or counterproductive | (0%) – there will be additional penalties |

Name

Grade (0-10) Reason

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____