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 *
   - Teammates critique ideas, not each other
   - Individuals on the team take responsibility for particular areas of the project
   - Teammates have different abilities or skills
   - Teammates strive to add positive, creative energy to the work, not be an "energy sink"
   - Teammates have the same skills *
   - 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 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
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

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