

Collaboration

	Excellent (4)	Very Good (3)	Not so good (2)	Poor (1 or 0)
Focus on the task and Participation	Helps the group to stay focused on the task. Very self-directed.	Focuses on the task most of the time. Group members can count on this person.	Group members must sometimes remind this person to keep on task.	Rarely focuses on the task and what needs to be done. Lets others do the work.
	A true team member who encourages others in the group.	A strong group member who tries hard!	Sometimes a satisfactory group member.	Rarely participates and does not complete assigned tasks.
Dependability and shared responsibility	Consistently punctual for group meetings. Does all work on time.	Usually punctual. Does most work on time.	Sometimes late for meetings. Frequently does work late.	Late for all or most group meetings. Misses all deadlines.
	Does not depend on others to do the work. Responsibility for tasks is shared evenly.	Follows through on most assigned tasks.	Does not follow through. Sometimes depends on others to do the work	Seldom follows through. Depends on others to do all of the work.
Listening, questioning, discussing	Listens, interacts, and poses questions to all members of the team during discussions and helps the group in reaching consensus.	Respectfully listens, interacts, discusses and poses questions to others during discussions.	Has some difficulty listening and discussing respectfully, and tends to dominate discussions.	Doesn't listen, argues with teammates, and is unwilling to consider other opinions. Impedes group from reaching consensus.
Problem solving	Actively looks for and suggests solutions to problems.	Refines solutions suggested by others.	Does not suggest or refine, but is willing to try out solutions suggested by others	Does not try to solve problems or help others solve problems.
Group/partner teamwork	Consistently makes compromises to accomplish a goal and keep the group working together.	Usually makes compromises to accomplish a goal and keep the group working together.	Occasionally makes compromises and sometimes helps keep the group working well together.	Rarely makes compromises and has difficulty getting along with other group members.
	Always has a positive attitude about the task(s) and the work of others.	Usually has a positive attitude about the task(s) and the work of others.	Is occasionally publicly critical of the task(s) or the work of other group members.	Is often negative and publicly critical of the task(s) or the work of other group members.
	Performed all duties and contributed knowledge, opinions, and skills to share with the team. Always did the assigned work.	Contributed and shared knowledge, opinions, and skills to the team. Completed most of the assigned work.	Contributed a small amount of knowledge, opinions, and skills to the team. Completed some of the assigned work.	Did not perform any duties and did not contribute knowledge, opinions or skills to the team. Relied on others to do the work.

Adapted from:

<http://www2.uwstout.edu/content/profdev/rubrics/secondaryteamworkrubric.html>