**WAT-E2070 Sustainable Technologies Studio [2019]**

*Final*

*Self & Peer Evaluation: rate yourself and team members*

The studio course final evaluation is combination of the evaluation made by

* the students in the same project team (peer evaluation mid&final)
* teachers (team mentors, course coordinator and professor) and
* yourself (self-evaluation)

The assessment is based on teamwork performance and your activeness and involvement throughout the course (attendance to joint sessions, team meetings, punctuality, quality of produced material and content). Each student will be evaluated individually. Teachers will evaluate each written assignment (background study, project document, media release, final report), group work performance and presentations.

*Some questions to help the self and peer evaluation:*

* How well I prepared myself for the team meetings? Did I bring something to share?
* How I act in the group? Do I participate in the discussion? Do I acknowledge others in the group? Do I work cooperatively with others? What is my role?
* Do I listen?
* What is my attitude? Do I display positive approach and made constructive comments in working toward goal?
* How much I learnt during the project work?
* How much I contributed to overall project success?
* Was I available for communication?
* Did I attend to scheduled meetings?
* Did I complete agreed tasks independently without depending on other team members, fully and on time?

Similar questions will help also evaluating your team members.

*Grading system*

* use the evaluation table (next page)
* **team work is never equal for all so consider carefully how you rate each team member**
* peer evaluation is confidential: your team members will get only summary of all evaluation sheets, not individual sheets

*Student peer evaluation sheet (confidential)*

Rate each team member, including you, by using the scale shown here below. Explain and justify your reasoning for your evaluation score.

Your name:

Team:

**4 Excellent Contributor**

The person significantly contributed to the task. Without this person, the quality of the project would have been considerably diminished.

**3 Good Contributor**

The person contributed to the task. Without this person, the quality of the project would have been diminished.

**2 Marginal Contributor**

The person barely contributed to the task. Without this person, the quality of the project would have been about the same.

**1 Unsatisfactory Contributor**

The person failed to contribute in any meaningful way to the task. Other members of the team had to do more because of this person's performance. Without this person, the quality of the project may actually have been improved.

**N/A Not Applicable**

The person did not contribute to this task but was not expected to because of the way we assigned this task in the group. THIS IS NOT A PENALTY RANKING.

**DK Don't Know**

I don't have enough information about the task and/or the person's performance to assess his/her contribution reliably. THIS IS NOT A PENALTY RANKING.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Insert the name of each team member (including you) as a column header at the right.****Fill in the table using the numeric and alpha codes above.** | **Name** | **Name** | **Name** | **Name** | **Name** | **Name (you)** |
| Overall participation in the team work |  |  |  |  |  |  |
| Preparing team meetings |  |  |  |  |  |  |
| Preparing meetings with partners / external parties |  |  |  |  |  |  |
| Internal communication (availability, responsiveness) |  |  |  |  |  |  |
| External communication (activeness, appropriateness) |  |  |  |  |  |  |
| Preparing the **final presentation** |  |  |  |  |  |  |
| Preparing the **final report** |  |  |  |  |  |  |
| Facilitating the **overall team process** |  |  |  |  |  |  |
| Being on time and respecting internal (group) DLs |  |  |  |  |  |  |
| Field trip |  |  |  |  |  |  |
| **OVERALL CONTRIBUTION TO PROJECT** |  |  |  |  |  |  |