

Collaboration Rubric

Use this rubric to rate yourself and your team mates.

Category	Exemplary (3)	Proficient (2)	Basic (1)	Unsatisfactory (0)
Focus on the Task and Participation	<p>Consistently stayed focused on the task and what needed to be done; very self-directed.</p> <p>A true team member who contributed a lot of effort and encouraged and supported the others in the group</p>	<p>Focused on the task and what needed to be done most of the time; other group members could count on this person.</p> <p>A strong group member who tried hard and completed all work</p>	<p>Focused on the task and what needed to be done some of the time; other group members sometimes reminded this person to keep on task</p> <p>A satisfactory group member who did what was required</p>	<p>Rarely focused on the task and what needed to be done; lets others do the work.</p> <p>Sometimes chose not to participate and did not complete assigned tasks</p>
Dependability and Shared Responsibility	<p>Consistently punctual for group meetings; turned in all work on time</p> <p>Followed through on assigned tasks and did not depend on others to do the work; responsibility for tasks was shared evenly</p>	<p>Usually punctual for group meetings; turned in most work on time</p> <p>Followed through on most assigned tasks</p>	<p>Sometimes late for group meetings; frequently turned in work after the deadline</p> <p>Did not finish most assigned tasks; sometimes depended on others to do the work.</p>	<p>Late for all or most group meetings; missed all deadlines for turning in work</p> <p>Seldom or never followed on assigned tasks; depended on others to do all of the work.</p>
Listening, Questioning and Discussing	<p>Respectfully listened, interacted, discussed, and posed questions to all members of the team during discussions; helped direct the group in reaching consensus</p>	<p>Respectfully listened, discussed, and posed questions to others during discussions</p>	<p>Had some difficulty respectfully listening and discussing; tended to dominate discussions</p>	<p>Had great difficulty listening, argued with teammates, and was unwilling to consider other opinions; impeded group from reaching consensus</p>
Research and Information-Sharing	<p>Routinely gathered research and shared useful ideas when participating in the group discussion; defended/rethought ideas related to the group's project goals</p>	<p>Usually provided useful research and ideas when participating in the group discussion</p>	<p>Sometimes provided useful research and ideas when participating in the group discussion</p>	<p>Rarely provided useful research or ideas when participating in the group discussion</p>

Category	Exemplary (3)	Proficient (2)	Basic (1)	Unsatisfactory (0)
Problem-Solving	Actively looked for and suggested solutions to problems	Refined solutions suggested by others	Did not suggest or refine solutions, but was willing to try out solutions suggested by others	Did not try to solve problems or help others solve problems
Group/Partner Teamwork	<p>Consistently made necessary compromises to accomplish a common goal</p> <p>Always had a positive attitude about the task(s) and the work of others</p> <p>All team members contributed equally to the finished project</p> <p>Performed all duties of assigned team role and contributed knowledge, opinions, and skills to share with the team; always did the assigned work.</p>	<p>Usually made necessary compromises to accomplish a common goal</p> <p>Usually had a positive attitude about the task(s) and the work of others</p> <p>Assisted group/partner in the finished project</p> <p>Performed nearly all duties of assigned team role and contributed knowledge, opinions, and skills to share with the team; completed most of the assigned work</p>	<p>Occasionally made compromises to accomplish a common goal, and sometimes helped keep the group working well together</p> <p>Occasionally was publicly of the task(s) or the work of other members of the group</p> <p>Finished individual task but did not assist group/partner during the project</p> <p>Performed a few duties of assigned team role and contributed a small amount of knowledge, opinions, and skills to share with the team; completed some of the assigned work</p>	<p>Rarely made compromises to accomplish a common goal and had difficulty getting along other group members</p> <p>Was often negative and publicly critical of the task(s) or the work of other members of the group</p> <p>Contributed little to the group effort during the project</p> <p>Did not perform any duties of assigned team role and did not contribute knowledge, opinions or skills to share with the team; relied on others to do the work</p>

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