

# INDIVIDUAL SELF EVALUATION AND PEER EVALUATION

Remember at each point when peer evaluations are due, a self evaluation is also due.

Your name (please print) \_\_\_\_\_

Some people work more effectively than others. Some make greater contributions. Some offer more original ideas. This form asks you to evaluate all of the members of your team including yourself.

Please consider five criteria:

1. contribution of **time** and willingness to work, make meetings on time
2. contribution of fresh **ideas** and good solutions to problems
3. **quality of work**, professional attitude
4. **cooperation** with the group, encourages and supports others
5. **leadership** skills, vision, organizational ability

Rate each member of your team on each of the five criteria above. Rate yourself first. Use a scale of 1 to 5 points, with 1 as low and 5 as high.

**Hint:** It is simply not true that "we all contributed equally". Be fair, but be honest. In your view, is there anyone on the team who needs to meet with us or who is not pulling his or her own weight? If so, please identify that person.

This is a confidential form so be honest. An explanation of your ratings is required.

Name	Rating 1-5				
	Time	Ideas	Work Quality	Cooperation	Leadership

**Optional:** Is there any area you feel you need additional help with (as an individual or as a team)?

**Required:** Explanation of your ratings (use the reverse side).