

Collaborative Work Skills : Learning Set _____

Teacher Name:

Student Name: Group: _____

CATEGORY	4	3	2	1
Contributions	All team members involved, work well together to create products. Uses special talents of each team member.	Usually provides useful ideas when participating in the group all members try hard and a satisfactory group effort.	Sometimes provides useful ideas when participating in the group and discussion. An OK group effort, but not all members do what is required.	Rarely provides useful ideas when participating in the group and in discussion. Some members did not participate or did little.
Quality of Work	Provides work of the highest quality. Team shares work evenly, Materials are always neat and organized.	Provides high quality work. Notes and materials are organized, but not always.	Provides work that occasionally needs to be checked/redone by other group members to ensure quality.	Not organized. Needs teacher assist. Several/all members did not perform their task.
Problem-solving	Actively looks for and suggests solutions to problems. Follows rules for respectful discussions.	Usually tries to solve problems with the group, but can ask teacher for help when needed.	Does not suggest or refine solutions, but is willing to try out solutions suggested by others.	Does not try to solve problems or help others solve problems. Does not follow rules for discussion. Needs teacher to intervene.
Focus on the task	Consistently stays focused on the task and what needs to be done. Very self-directed.	Usually focused on the task and what needs to be done. Group members can count on each other.	Focuses on the task and what needs to be done some of the time. Other group members must sometimes nag, prod, and remind to keep this a member on-task.	Rarely focuses on the task and what needs to be done. Lets others do the work.
Working with Others	Always develops ideas and creates products with involvement of all team members; always working well together as a team respectfully.	Usually develops ideas and listens to and respectfully shares, with others.	Does tasks separately but puts them together in the end, and sometimes is not a good team member.	Does tasks separately and does not put them together. Often is not a good team player.