CSE3901 – Self & Peer Evaluation Form Instructions

Print the next two pages (no need to print this first page of instructions, but either print the pages back-to-back or staple the two pages), complete your evaluation, and turn it in in class on the day the project is due. Fill out the evaluation in its entirety to receive full credit.

The information on your evaluation will be kept confidential and will only be seen by me (your instructor). This evaluation must be filled out and returned by each student individually and NOT as a group. Do NOT fill this out with another group member. Give as much detail as you can.

Grading Scale
Rate each person in your group (including yourself) on the following scale of 0 to 10 satisfying the following constraint: the total number of points you allocate for your group must be less than or equal to 7 x n, where n is the number of people in your group. So for a group a 4 people the total of points must be ≤ 28 and for a group of 5 the total must be ≤ 35.

9–10: Amazing team-mate
  • You will be in contact with them for years
  • One of the best team-mates you have ever had for any project

7–8: Very good team-mate
  • Contributed significantly
  • Communicated effectively
  • Took initiative in the design and implementation
  • You would seek out this person to be a team-mate in a future course

5–6: Good team-mate
  • Carried out their assigned responsibilities
  • Contributed to the final product
  • Room for improvement in communication, initiative, effort, or skills
  • You would be willing to partner with them in a future course, but you wouldn't seek them out

3–4: Fair team-mate
  • Worked hard at contributing to the project
  • Struggled to carry out assigned responsibilities
  • Made minor contributions to the final product
  • You would prefer not to partner with this person in a future course

0–3: Poor team-mate
  • Did not contribute to the final product
  • Put forth little or insufficient effort
  • Was rarely present at team meetings and was difficult to get a hold of
  • You would avoid partnering with this person in a future course

Provide comments to clarify/justify your evaluation.
CSE3901 – Self & Peer Evaluation for Project # ______

Your Name: ___________________________  Group Name: ___________________________

1. Write the name of each of your team members below (including yourself). Rate each team member (including yourself) according to the Grading Scale above and following the constraint on the maximum total number of points described above. Under each team member name and rating, briefly list the key contributions made by this team member to the project’s final submission only and provide comments to clarify/justify your evaluation.

   i. Group member: ___________________________  Rating (0–10, total ≤ 7 x n): ______
      Key contributions and justification for rating:

   ii. Group member: ___________________________  Rating (0–10, total ≤ 7 x n): ______
      Key contributions and justification for rating:

   iii. Group member: ___________________________  Rating (0–10, total ≤ 7 x n): ______
      Key contributions and justification for rating:

   iv. Group member: ___________________________  Rating (0–10, total ≤ 7 x n): ______
      Key contributions and justification for rating:

   v. Group member: ___________________________  Rating (0–10, total ≤ 7 x n): ______
      Key contributions and justification for rating:
2. Who were the project managers (overall, implementation, testing, and documentation) for this project?

3. Write anything you feel I should know in regards to the performance of the project managers (positive or negative).

4. Use this space to write any other feedback you would like me to know about. You may leave this blank if you like.