University of Puerto Rico at Mayagüez, Electrical and Computer Engineering Department

ICOM 5047 (Capstone) – Spring 2015

**PEER WORK EVALUATION FORM**

Name of Teammate Being Evaluated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| Check One | **1. Quality of Work** | Wrire Score |
| 5 |   | Work developed could be used as delivered, providing all specified functionality and compatibility |   |
| 4 |   | Work developed required minor improvements but other than that, worked as expected |
| 3 |   | Work developed contained many flaws that delayed the work of others, but after all were fixable |
| 2 |   | Other team members had to redo most his/her work and only minor parts could be used |
| 1 |   | Did not produce usable work for the project |
|   |   | **2. Originality & Creativity** |   |
| 5 |   | Contributed with many good ideas for the project and was always participative in brainstorming sessions |   |
| 4 |   | Contributed with a few good ideas for the project and was usually participative in brainstorming sessions |
| 3 |   | Gave one idea or two, some were workable and occasionally participated in brainstorming |
| 2 |   | Rarely participated in brainstorming sessions and his/her ideas were never appropriate for the project |
| 1 |   | Never participated in any brainstorming session or ever provided any idea for the project |
|   |   | **3. Responsibility** |   |
| 5 |   | All parts assigned were completed on time |   |
| 4 |   | Most parts were completed on time and only in a few occasions had delays in completing his/her part |
| 3 |   | About half the time assigned chores were done on time, others were late for several days |
| 2 |   | Most assigned chores were not completed on time, with delays lasting one week or more |
| 1 |   | Never completed a task on time and only offered excuses for uncompleted work |
|   |   | **4. Punctuality and Reliability** |   |
| 5 |   | Always attended on time to all group meetings and followed-up on all made commitments |   |
| 4 |   | Followed-up on most commitments and occasionally could be late to a group meeting |
| 3 |   | Completed tasks if reminded, was frequently late to meetings and occasionally missed a meeting or two |
| 2 |   | Did not complete most assigned tasks, rarely on time to meetings and frequently did not show up |
| 1 |   | Could not be counted on. Missed most meetings and rarely or never followed up on commitments |
|   |   | **5. Teamwork and Support** |   |
| 5 |   | Encouraged and listened respectfully to other‟s opinions even when different from own, willing to do work |   |
| 4 |   | Did his/her chores as assigned but was not willing to accept anything else. Indifferent to other‟s opinions |
| 3 |   | Although contributed, tended to sit back and let others take control or tended to “take over” interfering with others work |
| 2 |   | Extremely argumentative, unable to accept criticism and contributed with less parts of the project than expected |
| 1 |   | Was rude and disrespectful to teammates. Unable to get along with others. Minimal or no contribution |
|   |   | **6. Cost Sharing** |   |
| 5 |   | Always willing to cover his/her share of the project cost and provided alternatives to keep costs under control |   |
| 4 |   | Although willing to cover his/her share of the cost was not considerate to other’s burden and made us overspend |
| 3 |   | Had to be reminded of providing his/her share of the cost but at the end responded with his/her part |
| 2 |   | Had to be reminded of providing his/her part and at the end there were some expenses for which never responded |
| 1 |   | Leaned back with the cost sharing and only contributed minimally or not responded at all |
|   |   | **7. Overall Evaluation** |   |
| 5 |   | I would definitely choose to work again with this person over anybody else |   |
| 4 |   | I would not mind working with this person again |
| 3 |   | I could work with this person again if he/she did different: |
| 2 |   | I „d rather not work with this person unless I had no other choice |
| 1 |   | I would never work with this person again under any circumstance |
|   |   | **TOTAL EVALUATION (Max points: 35)** |   |
|  |  | (Provide additional comments) |  |

My name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Project Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

University of Puerto Rico at Mayagüez, Electrical and Computer Engineering Department

ICOM 5047 – Spring 2015

**PEER Final Report EVALUATION FORM**

Name of Teammate Being Evaluated: Date:

My name: Project Title:

|  |  |  |
| --- | --- | --- |
| Check One | **1. Quality of Writing** | Write Score |
| 5 |  | Written part developed could be used as delivered, well organized and without errors |  |
| 4 |  | Written part required minor changes but other than that, the document was written as expected |
| 3 |  | Written part contained many flaws, team members had to fix them, but after all were fixable |
| 2 |  | Other team members had to redo most his/her written parts and only minor parts could be used |
| 1 |  | Did not produce written material for the report |
| **2. Originality** |
| 5 |  | The ideas written in the document were generated solely by author |  |
| 4 |  | The ideas written in the document were mostly generated by author, but few were generated by others. |
| 3 |  | Few ideas written in the document were generated by author, while most were from other sources. |
| 2 |  | Rarely ideas written in the document were generated by the author. |
| 1 |  | There is plagiarism or did not produce own material. |
| **3. Responsibility** |
| 5 |  | All parts assigned were completed on time  |  |
| 4 |  | Most parts were completed on time and only in a few occasions had delays in completing his/her part |
| 3 |  | About half the time assigned written parts were done on time, others were late for several days |
| 2 |  | Most assigned parts were not written on time, with delays lasting one week or more |
| 1 |  | Never completed a task on time and only offered excuses for uncompleted work |
| **4. Teamwork** |
| 5 |  | Always attended on time to all group meetings to discuss writing. Work was divided equally among team members. |  |
| 4 |  | Occasionally was late to group meetings to discuss report writing. |
| 3 |  | Completed writing if reminded, was frequently late to meetings and occasionally missed a meeting or two. Slightly less work than others. |
| 2 |  | Did not complete written parts, rarely on time to meetings, and frequently did not show up. Much less amount of work than others. |
| 1 |  | Could not be counted on. Missed most meetings and rarely or never presented written parts  |
| **TOTAL EVALUATION (Max points: 20)** |  |
| **Fraction (Total Evaluation/20)** |  |

**(Provide additional comments:)**