**Designing Effective Projects**

**Peer Assessment Collaboration Rubric**

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|  | **4** | **3** | **2** | **1** |
| **Participation** | Group member  participated fully and was always on task in class. | Group member  participated most of the time and was on task most of the time. | Group member  participated but wasted time regularly or was rarely on task. | Group member  did not participate, wasted time, or worked on unrelated material. |
| **Leadership** | Group member  assumed leadership in an appropriate way when necessary by helping the group stay on track, encouraging group participation,  posing solutions to problems, and having a positive attitude. | Group member  sometimes assumed leadership in an appropriate way. | Group member  usually allowed others to assume leadership or often dominated the group. | Group member  did not assume leadership or assumed it in a nonproductive manner. |
| **Listening** | Group member  listened carefully to others’ ideas. | Group member  usually listened to others’ ideas. | Group member  sometimes did not listen to others’ ideas. | Group member  did not listen to others and often interrupted them. |
| **Feedback** | Group member  offered detailed, constructive feedback when appropriate. | Group member  offered constructive feedback when appropriate. | Group member  occasionally offered constructive feedback, but sometimes the comments were inappropriate or not useful. | Group member  did not offer constructive or useful feedback. |
| **Cooperation** | Group member  treated others respectfully and shared the workload fairly. | Group member  usually treated others respectfully and shared the workload fairly. | Group member  sometimes treated others disrespectfully or did not share the workload fairly. | Group member  often treated others disrespectfully or did not share the workload fairly. |
| **Time**  **Management** | Group member  completed assigned tasks on time. | Group member  usually completed assigned tasks on time and did not hold up progress on the projects because of incomplete work. | Group member  often did not complete assigned tasks  on time, and held up completion of project work. | Group member  did not complete most of the assigned tasks  on time and often forced the group to make last- minute adjustments and changes to accommodate missing work. |

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Write the proficiency level from the rubric that fits each group members’ participation in the box under the collaboration skill. Include your own name in the list.

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| Group Member | Participation | Leadership | Listening | Feedback | Cooperation | Time  Management |
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