

## Sample Peer Evaluation Rubric

Below is a sample peer evaluation rubric used in a team-based learning course with team interactions both in class and on projects.

	Unacceptable	Emerging	Marginally acceptable	Accomplished	Exemplary
<b>Criteria</b>	<i>Took away from team's ability to perform in the criterion</i>	<i>Showed some effort, but created an impediment for the team to grow in the criterion</i>	<i>Provided minimum contribution expected in the criterion; may have created an annoyance for the team in the criterion</i>	<i>Performed individually at a high level in the criterion</i>	<i>Performed individually at a high level and helped other teammates to also perform at a high level in the criterion</i>
	0 marks	1 mark	2 marks	3 marks	4 marks
<b>Class Contributions</b>	Was frequently late/absent from class or studio, and/or refused to contribute to team tasks, even when asked to	Was sometimes late/absent from class or studio, and/or contributed to team tasks only when asked to	Was occasionally late/absent from class or studio, and/or provided some contributions to team tasks	Was never late/absent from class or studio without acceptable explanation, and contributed equitably to team tasks	Was never late/absent from class or studio without acceptable explanation, contributed equitably to team tasks, <b>AND</b> strived to motivate others to do the same
<b>Project Contributions</b>	Did not contribute to project or complete assigned tasks by deadline	Contributed a smaller portion of project than other team members, or did not complete some assigned tasks by deadline	Contributed slightly less to project than other team members, but completed all assigned tasks by deadline; work accomplished was at least somewhat useful for the project	Contributed equitably to project; completed all assigned tasks by deadline; work accomplished was complete and useful for the project	Contributed equitably to project; completed all assigned tasks by deadline; work accomplished was useful for the project, <b>AND</b> worked hard to help other team members to accomplish their project goals
<b>Quality of Work</b>	Submitted work of unacceptable quality; work was not usable by the team and other teammates had to redo the majority of work submitted	Submitted work of poor quality; work was slightly helpful but other teammates had spend considerable time and effort to complete it and/or fix major errors or omissions	Submitted work of fair quality; work was generally helpful but other teammates had spend a little time and effort to complete it and/or fix minor errors or omissions	Submitted work of good quality; work was valuable and directly useable by the team with only isolated minor errors or omissions to address	Submitted work of good quality; work was valuable and directly useable by the team with only isolated minor errors or omissions to address <b>AND</b> worked hard to help improve the quality of work submitted by others

<b>Communication</b>	Did not contribute to discussions, even when asked to; or created an unwelcoming communication environment (e.g. was rude or confrontational in communication)	Rarely contributed to discussions; or prevented others from being able to contribute equitably (e.g. frequently interrupted)	Contributed to most team discussions, but sometimes under-contributed and/or sometimes dominated discussions	Contributed equitably to team discussions, and did not prevent others from doing the same	Contributed equitably to team discussions, <b>AND</b> made consistent efforts to ensure others also contributed equitably (e.g. asked quieter members for others input and more vocal members to refrain during discussions)
<b>Equity</b>	Was sometimes disrespectful to other team members; made it very difficult for all team members to contribute equally	Was generally respectful of other team members; sometimes did not listen to other ideas or made it somewhat difficult for some team members to contribute equally	Usually treated all team members with respect; listened to and acknowledged most other ideas; did not inhibit other team members' ability to contribute equally	Always treated all team members with respect; listened to all ideas, and actively encouraged equal contributions from all other team members	Always treated all team members with respect; listened to all ideas, and encouraged equal contributions from all other team members, <b>AND</b> made consistent efforts to create a positive and inclusive space for all team members
<b>Professionalism</b>	Frequently displayed unprofessional* behaviour and/or communication etiquette	Occasionally displayed unprofessional* behaviour and/or communication etiquette	Usually displayed professional behaviour and communication etiquette, but at times acted slightly unprofessionally*	Always displayed professional behaviour and communication etiquette	Always displayed professional behaviour and communication etiquette <b>AND</b> held other team members to the same high professional standard, and spoke out if someone acted unprofessionally*

\* Examples of unprofessional behaviour include being dishonest, not completing agreed to work, and not alerting teammates in advance of a lateness/absence. Unprofessional communication etiquette examples include using offensive language, telling offensive or inappropriate jokes, and gossiping about others. If you would not feel comfortable disclosing your actions or communications with a potential employer, chances are those actions or communications are unprofessional.