

Worktime Collaboration Rubric

CRITERIA		UNSATISFACTORY	PROFICIENT	ADVANCED
LEADERSHIP AND INITIATIVE	Col	Group members played a passive role, generating few new ideas; tended to only do what they were told to do by facilitator, or did not seek help when needed. 0 ----- 1	Group members played an active role in generating new ideas, took initiative in getting tasks organized and completed and sought help when needed. 2 ----- 3	In addition to the "Acceptable" qualities, the group members provided leadership to the group by thoughtfully organizing and dividing the work, checking on progress, or providing focus and direction for the project. 4 ----- 5
		Comments:		
FACILITATION AND SUPPORT	Col	Group members seemed unable or unwilling to help each other, made non-constructive criticisms toward the project or other group members or was distracted by other members. 0 ----- 1	Group members demonstrated willingness to help each other when asked, actively listened to the ideas of others, and helped create a positive work environment. 2 ----- 3	In addition to the "Acceptable" qualities, the group members would actively check with others to understand how each member was progressing and how he or she may be of help. 4 ----- 5
		Comments:		
CONTRIBUTIONS AND WORK ETHIC	Col	Group members were often off task, did not complete assignments or duties, or had attendance problems that significantly impeded progress on project. May have worked hard but on relatively unimportant parts of the project. 0 ----- 1	Group members were prepared to work all period, managed time well for assignments/duties, and worked diligently on the project. If absent, other group members knew the reason and progress was not significantly impeded. 2 ----- 3	In addition to the "Acceptable" qualities, the group members made up for work left undone by other group members, demonstrated willingness to spend significant time outside of class/school to complete the project. 4 ----- 5
		Comments:		
PROJECT INFORMATION			ADDITIONAL COMMENTS:	
PROJECT NAME: _____				
COURSE: _____				
EVALUATOR: _____				
DATE: / /				