

Provisional University of North Texas **TEAMWORK** Rubric, Spring, 2014. WORKING DRAFT

	<b>Advanced (4)</b>	<b>Proficient (3)</b>	<b>Developing (2)</b>	<b>Beginning (1)</b>
<b>Contribution</b>	Always contributes positively to the group with one or more of the following: ideas, workload, energy/motivation	Frequently contributes positively to the group with one or more of the following: ideas, workload, energy/motivation	Sometimes contributes positively to the group with one or more of the following: ideas, workload, energy/motivation	Rarely contributes positively to the group with one or more of the following: ideas, workload, energy/motivation
<b>Preparation</b>	Always prepared to work with the team.	Frequently prepared to work with the team.	Sometimes prepared to work with the team.	Rarely prepared to work with the team.
<b>Collaboration</b>	Always fosters collaboration in terms of: flexibility, objectivity, acceptance	Frequently fosters collaboration in terms of: flexibility, objectivity, acceptance	Sometimes fosters collaboration in terms of: flexibility, objectivity, acceptance	Rarely fosters collaboration in terms of: flexibility, objectivity, acceptance
<b>Fosters constructive climate:</b> <ul style="list-style-type: none"> <li>• treats team members with respect;</li> <li>• uses constructive communication;</li> <li>• conveys a positive attitude about the team and its work;</li> <li>• motivates teammates by expressing confidence about the importance of the task and the team's ability to accomplish it;</li> <li>• provides assistance and/or encouragement to team members.</li> </ul>	Always supports a constructive team climate by meeting all the listed criteria	Frequently supports a constructive team climate by meeting most of the listed criteria	Sometimes supports a constructive team climate by meeting some of the listed criteria	Rarely supports a constructive team climate by meeting few of the listed criteria
<b>Responds to feedback constructively</b>	Always responds to feedback constructively.	Frequently responds to feedback constructively.	Sometimes responds to feedback constructively.	Rarely responds to feedback constructively.

## **Teamwork**

*Texas Higher Education Coordinating Board Language*

Teamwork: to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.

*VALUE language*

Teamwork is behaviors under the control of individual team members (effort they put into team tasks, their manner of interacting with others on team, and the quantity and quality of contributions they made to team discussions.)

## **Overview**

The inner workings of a team can be difficult to judge by an outside observer. As such, this rubric is designed for use by students for self-evaluation and peer evaluation of each other team member. This rubric is designed to be suitable for use for a team assignment lasting one class period or an entire semester.

## **Glossary**

- **Contribution:** Contributions can come in many forms, among them contributing ideas that further the work of the team, perform work that is necessary for the team or providing energy or otherwise motivating the team to do great work. Contribution of ideas may include prepared information that is brought to a team meeting or spontaneous expressions shared with others, but should be productive to the goals of the team. Among the forms that contributory work can take are collating various ideas into a coherent thought, performing lab duties, physically collecting specimens, soliciting outside sources or many other forms of activity. Teams are often in need of continued internally generated motivation that can be provided by team members in the form of uplifting inspiration, providing snacks, keeping the focus on the teams work, or otherwise working to keep the team energy at an appropriate level.
- **Preparation:** To be a productive team member, a team member should have fulfilled all of the requirements expected before the team meeting. These can include completing expected readings, finishing a necessary procedure, memorizing necessary information, or in other ways preparing for the team's work.
- **Collaboration:** Good teamwork requires team members to be flexible, objective and accepting. Flexibility requires open mindedness and willingness to fairly consider other perspectives. Objectivity requires team members to support viewpoints based on evidence rather than being guided by preconceived notions, biased perspectives or emotional appeals. Acceptance requires valuing the contributions of all team members from a diverse backgrounds, cultures and experiences.
- **Fostering a constructive climate:** The team members are expected to interact in a supportive manner as enumerated in the bulleted list on the rubric.
- **Responds to feedback constructively:** While working together, team members must communicate with each other about the team's progress including making comments on each other's work. When receiving critiques, team members are expected react in a manner which reflects the shared goal of accomplishing the task set before them in a collegial mutually respectful manner.

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