**Organizational Structure** **Teamwork Project Assignment #4**

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |  |
| CATEGORY |  | **20** |  | **10** |  | **5** |  | **1** |  |  |
| **Quality of Work** |  | Provides work of the highest quality. |  | Provides high quality work. |  | Provides work that occasionally needs to be checked/ redone by other group members to ensure quality. |  | Provides work that usually needs to be checked/ redone by others to ensure quality. |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Time-Management** |  | Routinely uses time well throughout the project to ensure things get done on time. Group does not have to adjust deadlines or work responsibilities because of this person's procrastination. |  | Usually uses time well throughout the project, but may have procrastinated on one thing. Group does not have to adjust deadlines or work responsibilities because of this person's procrastination. |  | Tends to procrastinate, but always gets things done by the deadlines. Group does not have to adjust deadlines or work responsibilities because of this person's procrastination. |  | Rarely gets things done by the deadlines AND group has to adjust deadlines or work responsibilities because of this person's inadequate time management. |  |  |
| **Working with Others** |  | Almost always listens to, shares with, and supports the efforts of others. Tries to keep people working well together. |  | Usually listens to, shares, with, and supports the efforts of others. Does not cause "waves" in the group. |  | Often listens to, shares with, and supports the efforts of others, but sometimes is not a good team member. |  | Rarely listens to, shares with, and supports the efforts of others. Often is not a good team player. |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Focus on the Task** |  | Consistently stays focused on the task and what needs to be done. Very self-directed. |  | Consistently stays focused on the task and what needs to be done. Very self-directed. |  | Focuses on the task and what needs to be done some of the time. Other group members must sometimes nag, prod, and remind to keep this person on task. |  | Rarely focuses on the task and what needs to be done. Let’s others do the work. |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Pride** |  | Work reflects this student's best efforts. |  | Work reflects a strong effort from this student. |  | Work reflects some effort from this student. |  | Work reflects very little effort on the part of this student. |  |  |
| **Required Elements** |  | All assigned tasks completed exceptionally well. |  | All assigned tasks completed adequately. |  | 1 assigned task not completed. |  | More than 1 assigned task not completed. |  |  |

**Total Score \_\_\_\_\_\_\_\_\_\_\_\_\_**

**Maximum 120 Points**