

VIP: Peer-Evaluation Questions

No.	Question	Note	Category
1	How often do you interact with each person below?	1 = NEVER: I do not know this person ; 5 = VERY FREQUENTLY: More than once a week.	Social Network
2	How often do you get suggestions/advice from each person below?	1 = NEVER: I rarely get suggestions/advice from this person ; 5 = VERY FREQUENTLY: I get suggestions/advice from this person very frequently.	Social Network
3	How often do you give suggestions/advice to each person?	1 = NEVER: I rarely give suggestions/advice to this person ; 5 = VERY FREQUENTLY: I give suggestions/advice to this person very frequently.	Social Network
4	Participation in team meetings/class:	1 = UN-ENGAGED: always checking phone/laptop, unaware of other's status, efforts and work ; 5 = VERY ENGAGED: Listens attentively, constructive participation.	Teamwork
5	Participation in subteam meetings or breakout discussions:	1 = UN-ENGAGED: always checking phone/laptop, unaware of others' s status/efforts/work; 5 = VERY ENGAGED: Listens attentively, constructive participation.	Teamwork
6	Documentation:	1 = USELESS: Key pieces of information are missing; Someone will need to re-write it ; 5 = OUTSTANDING: Documents his/her work well (wiki, team resources); Documentation is very clear and helpful.	Documentation
7	Quality of work:	1 = INADEQUATE: Late, sloppy or incomplete ; 5 = OUTSTANDING: Higher quality than expected.	Accomplishments & Effort
8	Communication:	1 = HORRIBLE: Doesn't listen to others' ideas or suggestions, does not communicate ideas clearly, does not reply to email/calls/texts ; 5 = EXCELLENT: Listens to what others have to say, communicate with others.	Teamwork
9	Dependability:	1 = UNDEPENDABLE AND UNRELIABLE: Misses deadlines, does not follow through on commitments, often misses or is late for meetings ; 5 = VERY DEPENDABLE AND RELIABLE: Can always count on this person to achieve project's goal.	Teamwork
10	When encountering obstacles, how does each person react?	1 = STOPS WORKING: - Gives up. - Does not look at documentation. - Does not ask teammates for help ; 5 = SEEKS ANSWERS: - Looks at team documentation. - Is not reluctant to ask for help.	Teamwork
11	Independent Learning:	1 = UNABLE OR UNWILLING: Resists learning new skills ; 5 = OUTSTANDING: Eagerly seeks out knowledge and learns skills needed for the project.	Accomplishments & Effort
12	Team management ability:	1 = UN-ENGAGED: Does not pay attention to teammates's progress, unaware of whether the team is meeting its goals, avoids discussing team problems ; 5 = ABOVE AND BEYOND: Knows what everyone on the team is doing, always try to tackles team' problems.	Teamwork
13	Imagine your team is a company and you are the manager. VIP, Inc. has asked you to divide \$10,000 in bonus money among the members of your team. EXCLUDING yourself, decide how the bonus should be divided.	Please enter only numbers. Total amount has to be \$10,000. Every member should have different amounts. *All fields are required. *Amount must add up to \$10,000.	
14	Comments: Please leave comments on each person below for your instructor(s). Constructive criticism is especially helpful.	*All fields are required. *Must enter 25 characters or more.	