

Contribution Index

Your name _____

Write your name and the name of each of your group members in a separate column. For each person, provide an estimate of individual contributions to each evaluation criteria using the following scale:

3= Always/Often

2= Sometimes

1= Rarely

0= Never

Evaluation Criteria	Self-Evaluation):	Group member:	Group member:	Group member:
Communicated regularly about the assignment (using manner agreed upon in team contract- e.g., in-person, email, group chat, google drive, one drive, etc.)				
Completed assignment in a <u>timely manner</u> and so followed contractually agreed upon reasonable timeframe (leaving time for team review and editing)				
Assignment contributions were of a good quality and so met agreed upon project standards .				
Demonstrated a cooperative and supportive attitude while working on assignment and so avoided or addressed any destructive behaviors				
Did a fair share of the work for this assignment and so met agreed upon conditions outlined for team participation				
TOTALS				

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How will this evaluation be used when calculating final assignment grades?

For each team member an average rating out of 15 will be calculated. An overall average rating for the team (average of all ratings) will also be calculated. A contribution index will be calculated by creating a ratio of the two calculations (team member's individual rating to the group average). This index will be used as a multiplier on the final points awarded for the assignment.

If an individual contributed more than an average amount for their group, the ratio could exceed 1.0 and the mark for the assignment will increase. If an individual contributed less than an average amount for their group, the ratio would be <1.0 and the mark for their assignment will decrease.

Thus it is possible, using this index, for a student to score $>100\%$ for an assignment and, if this occurs, the student will be credited with $>100\%$ for this component of the course (i.e. they will receive more than the 'maximum' number of points attainable for this assignment). This is capped at 1.1 or up to 10% extra points.