

INDIVIDUAL AND GROUP ASSESSMENT OF COLLABORATION SKILLS

NAME: _____ TEAM NAME: _____

Directions for Individual Assessment: Reflect on your behavior as a member of your team. On a five-point scale (1 = I never do; 5 = I always do), rate yourself on the following skills. Select and place a star next to the two to four skills you wish to improve.

Directions for Group Assessment: Reflect on your team's functioning. On a five-point scale (1 = We never do; 5 = We always do), rate your entire on the following skills. Compare your ratings with those of your teammates and jointly select two to four skills to improve. Place an arrow next to the skills your team has selected.

FORMING SKILLS (Trust Building)

SELF

GROUP

- | | |
|--|-------|
| _____ I/We arrive at meetings on time. | _____ |
| _____ I/We stay for the duration of the meeting. | _____ |
| _____ I/We participate(d) in the establishment of the group's goals. | _____ |
| _____ I/We shared individual personal goals. | _____ |
| _____ I/We encourage everyone to participate | _____ |
| _____ I/We use member's names. | _____ |
| _____ I/We look at the speaker. | _____ |
| _____ I/We do not use "put-downs." | _____ |
| _____ I/We use an appropriate volume and tone of voice. | _____ |

FERMENTING SKILLS (Conflict Management)

- | | |
|--|-------|
| _____ I/We communicate the rationale for ideas or conclusions. | _____ |
| _____ I/We ask for justification of others' ideas or conclusions. | _____ |
| _____ I/We extend or build on other members' ideas. | _____ |
| _____ I/We generate additional solutions or strategies. | _____ |
| _____ I/We test the "reality" of solutions by planning and assessing
the feasibility of implementation. | _____ |
| _____ I/We criticize ideas without criticizing people. | _____ |
| _____ I/We differentiate differences of opinions when disagreeing. | _____ |

Source Unknown