

Peer Evaluation Form

In the evaluation of the student team, team members may conduct evaluations on a "Peer Evaluation" form. When more than one person is assigned to a student team, a situation may develop where a discrepancy occurs in the contribution of each student to the case analysis recommendations, and overall report development. Peer evaluation forms may help determine the extent of the discrepancy and provide assistance to the instructor in grade assignments.

For alternative form, see SBIDA's *SBI Student Consulting Manual*.

SMALL BUSINESS INSTITUTE® PEER EVALUATION

CLIENT _____

TEAM MEMBER DOING RATING _____

- DIRECTIONS:
1. Please rate all of your team members as to their relative contributions.
 2. Circle the appropriate number. (7 is HIGH, 1 is LOW)

Remember, this is your personal evaluation of your teammates contribution and performance. BE AS OBJECTIVE AS POSSIBLE. Complete this form without showing it to any of your teammates. Your evaluation will be kept confidential by the instructional staff.

RATING

Self #1 _____ (Low) 1 2 3 4 5 6 7 (High)

Comments (USE BACK if NECESSARY) _____

Name Member #2 _____ (Low) 1 2 3 4 5 6 7 (High)

Comments (USE BACK if NECESSARY) _____

Name Member #3 _____ (Low) 1 2 3 4 5 6 7 (High)

Comments (USE BACK if NECESSARY) _____

Name Member #4 _____ (Low) 1 2 3 4 5 6 7 (High)

Comments (USE BACK if NECESSARY) _____

Note: Contributions may be in the form of leadership and project management, of creative ideas, computer analysis, report writing, maintenance of client/relations, etc.

You are given \$100.00 to divide among the members of your team (not to include yourself). List below each member of your team (not including yourself) and the amount you feel he/she earned by his/her contribution to your team. No two members may receive the same amounts; awards are to be in even dollar amounts and must total \$100.00.

TEAM MEMBER	\$ AMOUNT
_____	_____
_____	_____
_____	_____
_____	_____