

Teamwork Rating Scale

Score	Contributing to Team's Work	Interacting with Teammates	Keeping the Team on Track	Expecting Quality	Having Related Knowledge, Skills, and Abilities
5	<ul style="list-style-type: none"> ● Does more or higher-quality work than expected. ● Makes important contributions that improve the team's work. ● Helps teammates who are having difficulty completing their work. 	<ul style="list-style-type: none"> ● Asks for and shows an interest in teammates' ideas and contributions. ● Makes sure teammates stay informed and understand each other. ● Provides encouragement or enthusiasm to the team. ● Asks teammates for feedback and uses their suggestions to improve. 	<ul style="list-style-type: none"> ● Watches conditions affecting the team and monitors the team's progress. ● Makes sure that teammates are making appropriate progress. ● Gives teammates specific, timely, and constructive feedback. 	<ul style="list-style-type: none"> ● Motivates the team to do excellent work. ● Cares that the team does outstanding work, even if there is no additional reward. ● Believes that the team can do excellent work. 	<ul style="list-style-type: none"> ● Demonstrates the knowledge, skills, and abilities to do excellent work. ● Acquires new knowledge or skills to improve the team's performance. ● Able to perform the role of any team member if necessary.
4	Demonstrates behaviors described immediately above and below.				
3	<ul style="list-style-type: none"> ● Completes a fair share of the team's work with acceptable quality. ● Keeps commitments and completes assignments on time. ● Helps teammates who are having difficulty when it is easy or important. 	<ul style="list-style-type: none"> ● Listens to teammates and respects their contributions. ● Communicates clearly. Shares information with teammates. ● Participates fully in team activities. ● Respects and responds to feedback from teammates. 	<ul style="list-style-type: none"> ● Notices changes that influence the team's success. ● Knows what everyone on the team should be doing and notices problems. ● Alerts teammates or suggests solutions when the team's success is threatened. 	<ul style="list-style-type: none"> ● Encourages the team to do good work that meets all requirements. ● Wants the team to perform well enough to earn all available rewards. ● Believes that the team can fully meet its responsibilities. 	<ul style="list-style-type: none"> ● Demonstrates sufficient knowledge, skills, and abilities to contribute to the team's work. ● Acquires knowledge or skills as needed to meet requirements. ● Able to perform some of the tasks normally done by other team members.
2	Demonstrates behaviors described immediately above and below.				
1	<ul style="list-style-type: none"> ● Does not do a fair share of the team's work. Delivers sloppy or incomplete work. ● Misses deadlines. Is late, unprepared, or absent for team meetings. ● Does not assist teammates. Quits if the work becomes difficult. 	<ul style="list-style-type: none"> ● Interrupts, ignores, bosses, or makes fun of teammates. ● Takes actions that affect teammates without their input. Does not share information. ● Complains, makes excuses, or does not interact with teammates. ● Is defensive. Will not accept help or advice from teammates. 	<ul style="list-style-type: none"> ● Is unaware of whether the team is meeting its goals. ● Does not pay attention to teammates' progress. ● Avoids discussing team problems, even when they are obvious. 	<ul style="list-style-type: none"> ● Satisfied even if the team does not meet assigned standards. ● Wants the team to avoid work, even if it hurts the team. ● Doubts that the team can meet its requirements. 	<ul style="list-style-type: none"> ● Missing basic qualifications needed to be a member of the team. ● Unable or unwilling to develop knowledge or skills to contribute to the team. ● Unable to perform any of the duties of other team members.