

**PEER REVIEW ASSESSMENT TEMPLATE****Name of student submitting the peer review:****Team number:****PEER ASSESSMENT MATRIX**

Total 10 2.5 per criteria plus bonus X factor	Excellent 2.0-2.5	Good 1.6-2.0	Satisfactory 1.3-1.5	Needs Improvement 0-1.3
Participation within the group	Group member participated fully in collaborative aspects of the task.	Group member participated most of the time and was on task most of the time.	Group member participated but wasted time regularly and/ or was sometimes not on task.	Group member did not participate, wasted time, or worked on unrelated material.
Contribution to the group (in role)	Group member completed all duties fulfilling the duties associated with his/her role in a timely way. Group member took on his/her share of the workload and performed well.	Group member took on the role and completed most of the duties mostly on time. Group member did her/his fair share of the work and did not negatively impact on the group.	Group member took on the role and completed some of the duties, but others had to assume some of the work or renegotiate roles as the process unfolded.	Group member did not engage with her/his role OR didn't complete the necessary work. Other group members had to step in.
Cooperation	Group member treated others respectfully and shared the work load fairly.	Group member usually treated others respectfully and shared the work load fairly and did not negatively impact on the group.	Group member sometimes treated others disrespectfully and/or did not share the work load fairly.	Group member often treated others disrespectfully and/or did not share the work load fairly.
Time Management	Group member completed assigned tasks on time.	Group member usually completed assigned tasks on time and did not hold up progress on the collaborative work.	Group member often did not complete assigned tasks on time, and sometimes held up completion of the collaborative work.	Group member did not complete assigned tasks on time and often forced the group to make last-minute adjustments and changes to accommodate missing work.
"X" Factor	Group member made extraordinary contributions to the group in areas not included in her/his role. Went 'above and beyond' Award bonus 2 mark	Group member made extra contributions to the group in areas not included in her/his role. Award bonus 1 mark	Group member did OK. You'd work with them again. No award	Group member made little/no contribution to the group in areas not included in her/his role No award

Student name	Peer assessment Total score out of 10 as per the matrix above	Peer assessment Feedback comments in relation to what was excellent and what needs improvement