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| **Task** | **Poor (1)** | **Average (2)** | **Good (3)** | **Excellent (4)** |
| **Contributes to Team Meetings** | Shares ideas but does not advance the work of  the group. | Offers new suggestions to advance the work of  the group. | Offers alternative solutions or courses of action  that build on the ideas of others. | Helps the team move forward by articulating  the merits of alternative ideas or proposals. |
| **Facilitates the Contributions of Team**  **Members** | Engages team members by taking turns and  listening to others without interrupting. | Engages team members in ways that facilitate  their contributions to meetings by restating the  views of other team members and/or asking  questions for clarification. | Engages team members in ways that facilitate  their contributions to meetings by  constructively building upon or synthesizing  the contributions of others | Engages team members in ways that facilitate  their contributions to meetings by both  constructively building upon or synthesizing  the contributions of others as well as noticing  when someone is not participating and inviting  them to engage. |
| **Individual Contributions Outside of Team**  **Meetings** | Completes all assigned tasks by deadline. | Completes all assigned tasks by deadline;  work accomplished advances the project. | Completes all assigned tasks by deadline;  work accomplished is thorough,comprehensive, and advances the project. | Completes all assigned tasks by deadline;  work accomplished is thorough,comprehensive, and advances the project.  Proactively helps other team members complete their assigned tasks to a similar level of excellence. |
| **Fosters Constructive Team Climate** | Supports a constructive team climate by doing any one of the following:  • Treats team members respectfully by being polite and constructive in  communication.  • Uses positive vocal or written tone, facial expressions, and/or body  language to convey a positive attitude about the team and its work.  • Motivates teammates by expressing confidence about the importance of  the task and the team's ability to accomplish it.  • Provides assistance and/or  encouragement to team members. | Supports a constructive team climate by doing any two of the following:  • Treats team members respectfully by being polite and constructive in  communication.  • Uses positive vocal or written tone, facial expressions, and/or body  language to convey a positive attitude about the team and its work.  • Motivates teammates by expressing confidence about the importance of  the task and the team's ability to accomplish it.  • Provides assistance and/or  encouragement to team members. | Supports a constructive team climate by doing any three of the following:  • Treats team members respectfully by being polite and constructive in  communication.  • Uses positive vocal or written tone, facial expressions, and/or body  language to convey a positive attitude about the team and its work.  • Motivates teammates by expressing confidence about the importance of  the task and the team's ability to accomplish it.  • Provides assistance and/or  encouragement to team members. | Supports a constructive team climate by doing all of the following:  • Treats team members respectfully by being polite and constructive in  communication.  • Uses positive vocal or written tone, facial expressions, and/or body  language to convey a positive attitude about the team and its work.  • Motivates teammates by expressing confidence about the importance of  the task and the team's ability to accomplish it.  • Provides assistance and/or  encouragement to team members. |
| **Responds to Conflict** | Passively accepts alternate  viewpoints/ideas/opinions. | Redirecting focus toward common ground, toward task at hand (away from conflict). | Identifies and acknowledges conflict and stays engaged with it. | Addresses destructive conflict directly and constructively, helping to manage/resolve it in a way that strengthens overall team  cohesiveness and future effectiveness. |