

			Rubric Criteria			
			Emerging 1	Developing 2-3	Proficient 4-5	Advanced 6
Professional Skills	Student self-reflection items	Instructor reflection items				
Communication	I communicated my ideas or concerns well.	Communicates ideas or concerns well within a group setting.	Does not communicate. Attempts to dominate communication or pays no attention to others.	Participates in the project discussion, although input is of questionable value to the project. Listens to a limited amount of group members' ideas.	Contributes useful input to the project discussions. Is willing to listen to group members' ideas.	Contributes insightful and useful input to the project discussion, and is able to articulate clearly ideas and findings. Listens to group members' ideas and effectively documents or utilizes and integrates relevant ideas.
	I provided a well-written section of the report or piece of the final product.	Provides well-written materials.	The quality of writing needs improvement. A number of spelling, grammar, or mechanical errors significantly interfere with comprehension. The work is not organized or clear.	The quality of writing is adequate, showing only minor spelling, grammar, or mechanical errors that usually do not interfere with comprehension. The work is mostly organized and clear.	The quality of writing is good, showing only minor spelling, grammar, or mechanical errors that do not interfere with comprehension. The work is well-organized and clear.	The quality of writing is exceptional with no spelling, grammar, or mechanical errors. Where applicable, the work is very well-organized and clear.
Teamwork	I assisted other group members when needed.	Assists others in group when needed.	Does not respond or resists responding to requests for assistance from other group members to complete their tasks.	Occasionally responds to requests for assistance from other group members to complete their tasks.	Usually responds to requests for assistance from other group members to complete their tasks.	Always responds to requests for assistance from other group members to complete their tasks.
	(1) I always prepared for group meetings. (2) I made sure I understood my assigned role before working on my individual task. If my role or assignment was unclear, I was proactive about asking for support.	Takes ownership and initiative in work area.	Arrives to meetings unprepared, and does not clarify role or responsibilities as tasks evolve.	Sometimes arrives to meetings unprepared, and occasionally clarifies role or responsibilities as tasks evolve.	Usually arrives to meetings prepared, and usually clarifies role or responsibilities as tasks evolve.	Always arrives to meetings prepared, and regularly clarifies role or responsibilities as tasks evolve.
Lifelong Learning	I contributed relevant concerns, ideas, or materials to my team.	Conceptual contributions	Either does not share concerns, ideas, or materials, or shares ideas that are not deemed relevant by other group members.	Occasionally shares concerns, ideas, or materials, and sometimes they are deemed relevant by other group members.	Regularly shares concerns, ideas, or materials, and usually they are deemed relevant by other group members.	Proactively looks for concerns, ideas, or materials of high relevance to the project. Other group members endorse these inputs as improving the work.
Adapting to Workplace Expectations	I displayed a positive attitude.	Displays a positive attitude.	Rarely shows good manners and positive attitude, does not enjoy interacting with other people, is rarely aware of others, and does not take the effort to help others.	Sometimes shows good manners and positive attitude, occasionally enjoys interacting with other people, is sometimes aware of others, and occasionally takes the effort to help others.	Usually demonstrates good manners and positive attitude, enjoys interacting with other people, is usually aware of others, and takes the effort to help others.	Consistently demonstrates good manners and positive attitude, always enjoys interacting with other people, is always aware of others, and consistently takes the effort to help others.
	I respected deadlines.	Respects deadlines.	Never on time in meeting deadlines for assigned work.	Is often late in meeting deadlines for assigned work.	Usually on time in meeting deadlines for assigned work.	Always on time in meeting deadlines for assigned work, and encourages others to do so as well.
	I treated each team member fairly regardless of their cultural background	Makes an effort to invite diverse perspectives from people different from them (e.g., gender, race).	Focuses only on implementing own ideas and does not look for ways to support or include the ideas of other group members.	While biased toward implementing own ideas in the project, occasionally supports or includes ideas of other group members.	Advocates for own ideas while regularly identifying ways to support and include the best ideas of other group members.	Offers own ideas as needed, while proactively looking for ways to implement and synthesize the best ideas from all group members.