



Teamwork Competency Outcome: Palo Alto College Students consider different points of view and work effectively with others to support a shared purpose or goal.

Definition of Teamwork: An activity is a Teamwork activity when faculty ask two or more students to work together to complete a common task.

Specific Outcomes	Highly Competent (4)	Mostly Competent (3)	Needs Improvement (2)	Not Competent (1)
Specific Outcome #1 The student makes a quality contribution to the Team Activity	The team member was instrumental in helping the team accomplish its goals. The group and the team member performed beyond expectations. The team member was the leader and completed all assigned tasks by the 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.	The team member helped the team accomplish its goals. The group and team member met expectations. The team member completed all assigned tasks by the deadline; work accomplished is thorough, comprehensive and advances the project assigned to him/her.	The team member did not help the team accomplish its team goals. The group or the team member did not meet expectations of the group assignment. The team member completed some of the assigned tasks by the deadline. Work could have been more thorough.	The team member did not participate in the assigned group activities.
Specific Outcome #2 The student treats fellow team members courteously with respect.	The team member treated fellow team members courteously with respect and honored all view points of fellow team members. The team member promoted harmony or managed conflict effectively within the group.	The team member treated fellow team members courteously with respect and honored all viewpoints of fellow team members.	The team member at times did not treat all fellow team members courteously with respect but acknowledged and apologized for his/her actions.	The team member was disrespectful to other team members and made no attempt to apologize for his/her actions.
Specific Outcome #3	This person was fully engaged	This person was engaged in	This person was not engaged	This person was



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The student models personal attributes that contribute to teamwork.	in the work of the team. For example: <ul style="list-style-type: none">• Attended all team meetings and arrived on time to the meetings.• Was prepared having researched the assigned topic or task.• Coordinated or led several team meetings.• Was enthusiastic for the team project and inspired other members of the team.• Initiated insightful discussion for peers to emulate.• May have completed extra work that other group members were assigned.	the work of the team. For example: <ul style="list-style-type: none">• Attended all team meetings and arrived on time for most of the meetings.• Was somewhat prepared prior to group meetings.• Was enthusiastic about working on the team project.	in the work of the team. For example: <ul style="list-style-type: none">• Missed one or more team meetings, but did provide prior notice.• Was not prepared with material prior to attending team meetings.• Did participate during team meetings but did not show enthusiasm.	disruptive to the work of the team. For example: <ul style="list-style-type: none">• Missed several team meetings without providing prior notice.• Lack of interest in the team project resulted in disruptive behavior.
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