

Goal No.4 Teamwork Skills- Rubric

4.1 To lead in team work settings

MBA Program Learning Outcome 4.1	#	Category	Exemplary (04)	Satisfactory (03)	Unsatisfactory (01)	Score
	1	Planning	Completely plans overall project with clear time line and fairly allocates tasks according to team members' capacities and interests	Mostly plans overall project with rare opacity in time line and allocates tasks according to team members' capacities and interests without much deviation from fairness.	No much planning is done, no clear time line and fairness in division of tasks	
	2	Meeting	Mostly attends meetings (> 80%)	Frequently attends meetings (> 30%, <80%)	Rarely attends meetings (< 30%)	
	3	Attendance	Mostly punctual (> 80%)	Frequently punctual (30 % < x <80%)	Rarely punctual (< 30%)	
	4	Contributions	Routinely provides useful ideas when participating in the group meetings or discussions.	Usually provides useful ideas when participating in group meetings or discussions	Rarely provides useful ideas when participating in group meetings or discussions, even may refuse to participate.	
	5	Problem-solving	Actively looks for and suggests solutions to problems.	Refines solutions suggested by others.	Does not try to solve problems or help others solve problems. Let's others do the work.	
	6	Attitude	Is never publicly critical of the project or the work of others. <u>Always has a positive attitude about the task(s).</u>	Is rarely publicly critical of the project or the work of others. <u>Often has a positive attitude about the task(s).</u>	Is often publicly critical of the project or the work of other members of the group. <u>Is often negative about the task(s).</u>	
	7	Focus on the task	Consistently stays focused on the task and what needs to be done. <u>Very self-directed.</u>	Focuses on the task and what needs to be done most of the time. <u>Other group members can count on this person.</u>	Rarely focuses on the task and what needs to be done. <u>Let's others do the work.</u>	
	8	Working with Others	Almost always listens to, shares with, and supports the efforts of others. Tries to keep people working well together.	Usually listens to, shares, with, and supports the efforts of others. Does not cause "waves" in the group.	Rarely listens to, shares with, and supports the efforts of others. Often is not a good team player.	
	9	Task Completion	Mostly completes assigned task on schedule	Frequently completes assigned tasks on schedule	Rarely completes assigned tasks on schedule	