Collaboration Self-Assessment
The following checklist can be used by students to assess their collaboration skills.
The *Assessing Projects* application has many more examples..

I help my team by:

☐ Organizing my learning:
    ☐ identify goals
    ☐ define tasks
    ☐ outline approaches

☐ Being a self-starter:
    ☐ suggest new ideas and directions
    ☐ volunteer to tackle a difficult task

☐ Seeking information:
    ☐ ask questions
    ☐ seek facts
    ☐ request clarification

☐ Providing information:
    ☐ find and share resources
    ☐ offer facts and opinions

☐ Encouraging members:
    ☐ respond enthusiastically to others
    ☐ invite everyone's participation
    ☐ make people feel good about themselves

☐ Analyzing:
    ☐ summarize points of discussion
    ☐ simplify complicated ideas
    ☐ put points in perspective

☐ Facilitating:
    ☐ keep discussion on track
    ☐ help direct creation of timeline and setting of priorities
    ☐ help direct division of tasks
    ☐ help identify necessary changes and encourage group action for change

☐ Questioning:
    ☐ stimulate discussion by presenting different points of view
    ☐ challenge weak ideas

☐ Problem solving:
    ☐ work to resolve differences
    ☐ seek alternative solutions
    ☐ help team reach fair, well reasoned decisions