

COLLABORATION RUBRIC for PBL: Individual Performance (for grades 3-5; CCSS ELA aligned)

	Below Standard	Approaching Standard	At Standard	Above Standard ✓
Takes Responsibility	<ul style="list-style-type: none"> • I need to prepare for and join team discussions • I need reminders to do project work • My project work is not done on time • I need to learn how to use feedback from others 	<ul style="list-style-type: none"> • I am usually prepared for and join team discussions • I do some project work, but sometimes need to be reminded • I complete most project work on time • I sometimes use feedback from others 	<ul style="list-style-type: none"> • I am prepared for work with the team; I have studied required material and use it to explore ideas in discussions (CC 3-5.SL.1a) • I do project work without having to be reminded • I complete project work on time • I use feedback from others to improve my work 	
Helps the Team	<ul style="list-style-type: none"> • I need to cooperate with my team and help the team solve problems • I need to learn how to help make discussions effective • I need to learn how to give useful feedback to others • I need to learn to offer to help others if they need it 	<ul style="list-style-type: none"> • I cooperate with the team but do not help it solve problems • I usually help make discussions effective, but do not always follow the rules, ask enough questions, or express ideas clearly • I give feedback to others, but it may not always be helpful • I sometimes offer to help others if they need it 	<ul style="list-style-type: none"> • I help the team solve problems and manage conflicts • I help make discussions effective by following agreed-upon rules, asking and answering questions, clearly expressing ideas (CC 3-5.SL.1b,c,d) • I give helpful feedback to others • I offer to help others do their work if needed 	
Respects Others	<ul style="list-style-type: none"> • I am sometimes impolite or unkind to teammates (may interrupt, ignore others' ideas, hurt feelings) • I need to learn how to listen to other points of view and disagree kindly 	<ul style="list-style-type: none"> • I am usually polite and kind to teammates • I usually listen to other points of view and disagree kindly 	<ul style="list-style-type: none"> • I am polite and kind to teammates • I listen to other points of view and disagree kindly 	

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Makes and Follows Agreements	<ul style="list-style-type: none"> • We need to learn how to talk about how the team will work together • We need to learn how to follow rules for collegial discussions, decision-making and conflict resolution • We need to learn how to talk about how well agreements are being followed 	<ul style="list-style-type: none"> • We try to talk about how the team will work together, but do not make agreements • We usually follow rules for discussions, decision-making, and conflict resolution, but not always • We sometimes talk about how well agreements are being followed but need help from the teacher to take appropriate steps when they are not 	<ul style="list-style-type: none"> • We make agreements about how the team will work together • We follow rules for discussions (CC 3-5.SL.1b) decision-making, and conflict resolution • We honestly talk about how well agreements are being followed and take appropriate steps if they are not 	
Organizes Work	<ul style="list-style-type: none"> • We get to work without creating a task list • We need to learn how to set a schedule and track progress toward goals and deadlines • We need to learn how to assign roles • We need to learn how to use time and run meetings well, and organize our materials, drafts, notes 	<ul style="list-style-type: none"> • We create a task list that divides project work among the team, but it may not be in detail or followed closely • We set a schedule for doing tasks but do not follow it closely • We assign roles but do not follow them, or we pick only one “leader” who makes most decisions • We usually use time and run meetings well, but may occasionally waste time; we keep our materials, drafts, notes, but not always organized 	<ul style="list-style-type: none"> • We create a detailed task list that divides project work fairly among the team (CC 3-5.SL.1b) • We set a schedule and track progress toward goals and deadlines • We assign roles based on team members’ strengths (CC 3-5.SL.1b) • We use time and runs meetings efficiently; we keep our materials, drafts, notes organized 	
Works as a Whole Team	<ul style="list-style-type: none"> • We need to learn how to recognize or use special talents of team members • We need to learn how to do the project as a team 	<ul style="list-style-type: none"> • We try to use special talents of team members • We do most project tasks separately and put them together at the end 	<ul style="list-style-type: none"> • We recognize and use special talents of each team member • We develop ideas and create products as a team; tasks done separately are brought to the team for feedback 	