

Your name: **Oliver O Karr Lam**

Your Team Letter: **A**

Group member's name: **Go Okumura**

Group Citizenship Assignment

Choose the category that best fits this person's behavior:

- Is this person timely in completing their portion of group assignments?

Does not complete assignments	Never finishes assignments on time	Sometimes finishes assignments on time	Always finishes assignments on time
0	1	2	3

- Is this person contributing a fair amount to the project?

Does not contribute	Contributes less than is fair	Contributes what is fair	Contributes more than is fair on time
0	1	2	3

- Is this person prepared for meetings, including arriving on time?

Does not come to meetings	Comes, but is never prepared or is usually late	Is sometimes on time and prepared	Is always on time and prepared on time
0	1	2	3

- Overall, to what extent is this person fulfilling your group's Team Working Agreement (contract)?

Does not meet TWA obligations	Meets some of the obligations	Meets most of the obligations	Meets or exceeds all of the obligations on time
0	1	2	3

What is the one thing this person *currently does* that enhances the success of the group project?

Go takes initiative in getting the group together, organizing meetings, and guiding discussions efficiently and productively, often encouraging everyone to contribute their ideas.

What is the one thing this person *could do* that he/she is currently not doing, to enhance the success of the project?

I can't really think of anything, Go is an excellent team member.

Group member's name: **Mike Len****Group Citizenship Assignment****Choose the category that best fits this person's behavior:**

- Is this person timely in completing their portion of group assignments?

Does not complete assignments	Never finishes assignments on time	Sometimes finishes assignments on time	Always finishes assignments on time
0	1	2	3

- Is this person contributing a fair amount to the project?

Does not contribute	Contributes less than is fair	Contributes what is fair	Contributes more than is fair on time
0	1	2	3

- Is this person prepared for meetings, including arriving on time?

Does not come to meetings	Comes, but is never prepared or is usually late	Is sometimes on time and prepared	Is always on time and prepared on time
0	1	2	3

- Overall, to what extent is this person fulfilling your group's Team Working Agreement (contract)?

Does not meet TWA obligations	Meets some of the obligations	Meets most of the obligations	Meets or exceeds all of the obligations on time
0	1	2	3

What is the one thing this person *currently does* that enhances the success of the group project?

Mike always is first to outlining what has to be done within a timeframe and is never afraid to speak his mind in discussions, which is very helpful when we are hashing out ideas.

What is the one thing this person *could do* that he/she is currently not doing, to enhance the success of the project?

I can't really think of anything, Mike is a very good team member.

Group member's name: **Dunyang (Rita) Wang****Group Citizenship Assignment****Choose the category that best fits this person's behavior:**

- Is this person timely in completing their portion of group assignments?

Does not complete assignments	Never finishes assignments on time	Sometimes finishes assignments on time	Always finishes assignments on time
0	1	2	3

- Is this person contributing a fair amount to the project?

Does not contribute	Contributes less than is fair	Contributes what is fair	Contributes more than is fair on time
0	1	2	3

- Is this person prepared for meetings, including arriving on time?

Does not come to meetings	Comes, but is never prepared or is usually late	Is sometimes on time and prepared	Is always on time and prepared on time
0	1	2	3

- Overall, to what extent is this person fulfilling your group's Team Working Agreement (contract)?

Does not meet TWA obligations	Meets some of the obligations	Meets most of the obligations	Meets or exceeds all of the obligations on time
0	1	2	3

What is the one thing this person *currently does* that enhances the success of the group project?

Rita is reliable when we delegate tasks to her and always completes her assigned tasks on time.

What is the one thing this person *could do* that he/she is currently not doing, to enhance the success of the project?

She is a little reserved in contributing during some discussions, but with our encouragement she has improved. Also, she has been late to a few meetings. It would help if she was on time more often and spoke up more during meetings.

Your name: **Oliver O Karr Lam**

Your Team Letter: **A**

Group member's name: **Wentian (Jude) Zhu**

Group Citizenship Assignment

Choose the category that best fits this person's behavior:

- Is this person timely in completing their portion of group assignments?

Does not complete assignments	Never finishes assignments on time	Sometimes finishes assignments on time	Always finishes assignments on time
0	1	2	3

- Is this person contributing a fair amount to the project?

Does not contribute	Contributes less than is fair	Contributes what is fair	Contributes more than is fair on time
0	1	2	3

- Is this person prepared for meetings, including arriving on time?

Does not come to meetings	Comes, but is never prepared or is usually late	Is sometimes on time and prepared	Is always on time and prepared on time
0	1	2	3

- Overall, to what extent is this person fulfilling your group's Team Working Agreement (contract)?

Does not meet TWA obligations	Meets some of the obligations	Meets most of the obligations	Meets or exceeds all of the obligations on time
0	1	2	3

What is the one thing this person *currently does* that enhances the success of the group project?

Jude is great at thinking creatively and helping to explore all areas of a new idea, as well as good at making sure every detail has been covered before we submit our assignments.

What is the one thing this person *could do* that he/she is currently not doing, to enhance the success of the project?

Sometimes she is late to meetings, but this is not common, and for the times she has been she has notified us beforehand. Although this is a small issue, it is the only area I feel she could improve.