## Collaboration Rubric for PBL
(for grades 6-12; CCSS ELA aligned)

<table>
<thead>
<tr>
<th>Individual Performance</th>
<th>Below Standard</th>
<th>Approaching Standard</th>
<th>At Standard</th>
<th>Above Standard</th>
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</thead>
</table>
| **Takes Responsibility for Oneself** | - is not prepared, informed, and ready to work with the team  
- does not use technology tools as agreed upon by the team to communicate and manage project tasks  
- does not do project tasks  
- does not complete tasks on time  
- does not use feedback from others to improve work | - is usually prepared, informed, and ready to work with the team  
- uses technology tools as agreed upon by the team to communicate and manage project tasks, but not consistently  
- does some project tasks, but needs to be reminded  
- completes most tasks on time  
- sometimes uses feedback from others to improve work | - is prepared and ready to work; is well informed on the project topic and cites evidence to probe and reflect on ideas with the team (CC 6-12.SL.1a)  
- consistently uses technology tools as agreed upon by the team to communicate and manage project tasks  
- does tasks without having to be reminded  
- completes tasks on time  
- uses feedback from others to improve work | - helps the team solve problems and manage conflicts  
- makes discussions effective by clearly expressing ideas, asking probing questions, making sure everyone is heard, responding thoughtfully to new information and perspectives (CC 6-12.SL.1c)  
- gives useful feedback (specific, feasible, supportive) to others so they can improve their work  
- offers to help others do their work if needed | - is polite and kind to teammates  
- acknowledges and respects other perspectives; disagrees diplomatically | - is polite and kind to teammates  
- acknowledges and respects other perspectives; disagrees diplomatically |
| **Helps the Team** | - does not help the team solve problems; may cause problems  
- does not ask probing questions, express ideas, or elaborate in response to questions in discussions  
- does not give useful feedback to others  
- does not offer to help others if they need it | - cooperates with the team but may not actively help it solve problems  
- sometimes expresses ideas clearly, asks probing questions, and elaborates in response to questions in discussions  
- gives feedback to others, but it may not always be useful  
- sometimes offers to help others if they need it | - helps the team solve problems and manage conflicts  
- makes discussions effective by clearly expressing ideas, asking probing questions, making sure everyone is heard, responding thoughtfully to new information and perspectives (CC 6-12.SL.1c)  
- gives useful feedback (specific, feasible, supportive) to others so they can improve their work  
- offers to help others do their work if needed | - is polite and kind to teammates  
- acknowledges and respects other perspectives; disagrees diplomatically | - is polite and kind to teammates  
- acknowledges and respects other perspectives; disagrees diplomatically |
| **Respects Others** | - is impolite or unkind to teammates (may interrupt, ignore ideas, hurt feelings)  
- does not acknowledge or respect other perspectives | - is usually polite and kind to teammates  
- usually acknowledges and respects other perspectives and disagrees diplomatically | - is polite and kind to teammates  
- acknowledges and respects other perspectives; disagrees diplomatically | - is polite and kind to teammates  
- acknowledges and respects other perspectives; disagrees diplomatically | - is polite and kind to teammates  
- acknowledges and respects other perspectives; disagrees diplomatically |

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<tr>
<th>Team Performance</th>
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<th>Approaching Standard</th>
<th>At Standard</th>
<th>Above Standard</th>
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</thead>
<tbody>
<tr>
<td>Makes and Follows Agreements</td>
<td>▶ does not discuss how the team will work together</td>
<td>▶ discusses how the team will work together, but not in detail; may just “go through the motions” when creating an agreement</td>
<td>▶ makes detailed agreements about how the team will work together, including the use of technology tools</td>
<td>✔️</td>
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<td></td>
<td>▶ does not follow rules for collegial discussions, decision-making and conflict resolution</td>
<td>▶ usually follows rules for collegial discussions, decision-making, and conflict resolution</td>
<td>▶ follows rules for collegial discussions (CC 6-12.SL.1b), decision-making, and conflict resolution</td>
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<td>▶ does not discuss how well agreements are being followed</td>
<td>▶ discusses how well agreements are being followed, but not in depth; may ignore subtle issues</td>
<td>▶ honestly and accurately discusses how well agreements are being followed</td>
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<td></td>
<td>▶ allows breakdowns in team work to happen; needs teacher to intervene</td>
<td>▶ notices when norms are not being followed but asks the teacher for help to resolve issues</td>
<td>▶ takes appropriate action when norms are not being followed; attempts to resolve issues without asking the teacher for help</td>
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<tr>
<td>Organizes Work</td>
<td>▶ does project work without creating a task list</td>
<td>▶ creates a task list that divides project work among the team, but it may not be in detail or followed closely</td>
<td>▶ creates a detailed task list that divides project work reasonably among the team (CC 6-12.SL.1b)</td>
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<td>▶ does not set a schedule and track progress toward goals and deadlines</td>
<td>▶ sets a schedule for doing tasks but does not follow it closely</td>
<td>▶ sets a schedule and tracks progress toward goals and deadlines (CC 6-12.SL.1b)</td>
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<td>▶ does not assign roles or share leadership; one person may do too much, or all members may do random tasks</td>
<td>▶ assigns roles but does not follow them, or selects only one “leader” who makes most decisions</td>
<td>▶ assigns roles if and as needed, based on team members’ strengths (CC 6-12.SL.1b)</td>
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<td>▶ wastes time and does not run meetings well; materials, drafts, notes are not organized (may be misplaced or inaccessible)</td>
<td>▶ usually uses time and runs meetings well, but may occasionally waste time; keeps materials, drafts, notes, but not always organized</td>
<td>▶ uses time and runs meetings efficiently; keeps materials, drafts, notes organized</td>
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<tr>
<td>Works as a Whole Team</td>
<td>▶ does not recognize or use special talents of team members</td>
<td>▶ makes some attempt to use special talents of team members</td>
<td>▶ recognizes and uses special talents of each team member</td>
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<td></td>
<td>▶ does project tasks separately and does not put them together; it is a collection of individual work</td>
<td>▶ does most project tasks separately and puts them together at the end</td>
<td>▶ develops ideas and creates products with involvement of all team members; tasks done separately are brought to the team for critique and revision</td>
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</tbody>
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