



**CARIBBEAN EXAMINATIONS COUNCIL**

**CARIBBEAN ADVANCED PROFICIENCY EXAMINATION®  
STUDENT PEER EVALUATION CHECKLIST**

**PERFORMING ARTS  
BUSINESS FOR THE CREATIVE ARTS – UNIT 1, PAPER 01**

Name of Student: \_\_\_\_\_

Date: \_\_\_\_\_

Name of Centre: \_\_\_\_\_

Centre Code: \_\_\_\_\_

Signature of Teacher: \_\_\_\_\_

Year of Examination: \_\_\_\_\_

**Instructions**

- Fill out the evaluation form listed below for all of your group members. Use the attached rubric. Make sure to include yourself.
- For each of the 7 categories listed on Page 2 of this document, enter the appropriate score (A, B, C, D, E or F). Repeat this for each group member.
- List all of the tasks you completed for the project. In other words, what specifically did you contribute to the team effort?
- As needed, enter comments about group members below the form. Use the back of this sheet or additional sheets as necessary. (If you use the back, please indicate this on the bottom of the front page.)

Names of Group Members	Quality of work	Timeliness of work	Task support	Attendance	Responsibility	Interaction and Involvement	Overall Performance
(1)							
(2)							
(3)							
(4)							

List below the **specific** tasks you completed for the project:

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**General Comments:**

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### Student Peer Evaluation

Areas of Evaluation	Rating and Descriptors					
	A	B	C	D	E	F
Quality of work	Produces excellent work and often exceeds group/project requirements	Regularly meets standard required by group/project and sometimes exceeds expectations	Consistently meets the minimum standard for group project	Occasionally produces work that meets minimum project/group requirements	Produces unacceptable work	Produces no work
Timeliness	Always produces work ahead of schedule	Meets deadline set by the group and sometimes produces work ahead of schedule	Consistently meets deadlines	May occasionally miss a deadline	Does not meet deadlines set by the group	Does not submit any work
Task Support	Exceeds the level of support expected by group members	Almost always provides support to other members of the group in completion of tasks	Consistently supports other members of the group in completion of tasks	Occasionally provides support to other members of the group in completion of tasks	Very little support provided to other members of the group in completion of tasks	Gives no support to completion of tasks to other members of the group
Attendance	Attended all meetings	Missed 1 meeting	Missed 2 meetings	Missed 3 meetings	Missed almost all the meetings	Do not attend group meetings
Responsibility	Willingly performs tasks assigned and willing to do more	Willingly performs tasks assigned	Consistently performs tasks assigned	Occasionally does not perform tasks assigned	Is unwilling to perform tasks and cannot be relied upon	Do not perform any of the assigned tasks
Interaction and Involvement	Demonstrates exemplary team behavior; exceptional participation in group discussion and willingly shares information relevant to the project	Almost always demonstrates exemplary team behavior; regularly participates in group discussions; presents excellent ideas and contributes relevant material to the group	Consistently projects positive behavior: listening to others and allows ideas to be criticized; participates in group discussion and willingly share material	Behaviour is inconsistent and may sometimes distract the group; may occasionally participate in group discussion but needs to be encouraged to do so.	Behaviour is sometimes counterproductive to the group; oftentimes does not participate in group discussion and does not bring material to the meetings	Behaviour is counter-productive to the group, does not participate in group discussion and does not share information
OVERALL Performance Rating	Performance exceeds group requirements	Performance meets all of the group requirements and sometimes exceeds group requirements	Performance meets all of the group requirements	Performance is inconsistent; meets some group requirements	Performance oftentimes fails to meet group requirements	Performance fails to meet group requirements