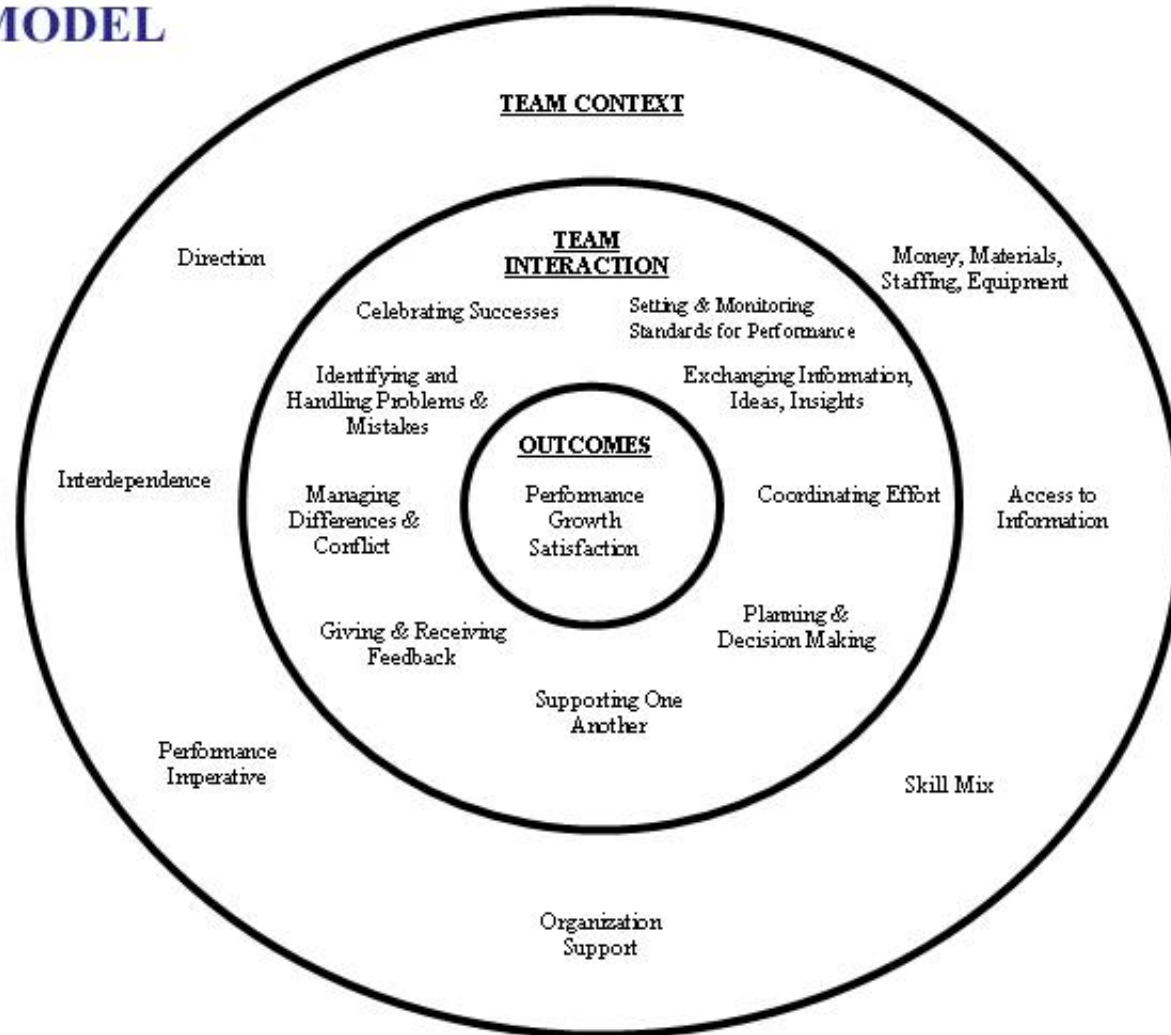


Team Check -- Your Contribution

Report for: Chris Sample

THE MODEL



**This report offers feedback from:
6 team members.**

TEAM CHECK REPORT -- INDIVIDUAL CONTRIBUTIONS

This report is a companion to the "Team Check" report in which you and your teammates assessed your team's effectiveness in the three key areas represented in the model on the previous page and outlined below. We are providing this outline as context because the specific behaviors identified in this "Individual Contributions" assessment relate directly to the following overall team effectiveness measured in the "Team Check" report:

Team Interaction

Key elements of team interaction (specific behaviors, mind-sets and assumptions) which contribute to highly effective teamwork in the following areas:

- **Setting and Monitoring Standards for Performance**
- **Exchanging Information, Ideas and Insights**
- **Coordinating Effort**
- **Planning and Decision Making**
- **Supporting One Another**
- **Giving and Receiving Feedback**
- **Managing Differences and Conflict**
- **Identifying and Handling Problems and Mistakes**
- **Celebrating Successes**

TEAM CONTEXT

Factors that describe the unique context in which your team works, such as the degree to which you have a shared sense of direction, the support needed from the larger organization, and a clear imperative to work as a team.

OUTCOMES

Key outcomes of your teamwork, including the performance level of the team and the satisfaction and potential for growth experienced by team members.

What follows in this report is your assessment and feedback from your teammates regarding your individual contributions to the team's effectiveness. You and your teammates were asked to indicate the extent to which you are effective in demonstrating the specific behaviors described in the report. You and they were also given an opportunity to write in behaviors you do that are very effective in working with and influencing your team, as well as behaviors that are less effective in working with and influencing your team.

Please remember that Team Check is an assessment instrument for people interested in developing and maintaining truly high-performing teams. The teaming characteristics and individual contributions it measures represent very high standards. Just as you were cautioned in the Team Check report not to expect your team to rate itself consistently high in all the areas identified, we urge you not to expect your individual ratings to be consistently high in all the behaviors identified.

The ratings and comments which you and your teammates provided in the survey offer insight to the range of perspectives about your strengths and potential development areas as a contributor to the team's effectiveness. We recommend that you acknowledge to yourself (and celebrate!) shared perspectives of your strengths, and identify areas for development including contributions to the team which you consider to be priorities and would like to make more effective, and/or skills you would like to strengthen for your own development. You may also wish to use the survey as a springboard for discussion with your teammates to explore how you might strengthen your contributions to the team's effectiveness. If there are areas where your teammates rate your contributions higher than you do, you may wish to explore what exactly you are doing that they value so that you can recognize your contributions and be sure to continue to make them.

The behaviors included in this Individual Contributions assessment were selected because they are key to the overall teaming effectiveness assessed in the Team Check report and outlined above. You may wish to consider your individual contributions in light of the strengths and development areas identified in the team's self-assessment provided in the Team Check report.

How to read this report:

Individual Contributions to Team Effectiveness

This is feedback on your leadership and team role.

Items rated by you and team members.

Team member role most important to success of the team.

Number of team members indicating they have not observed you doing the item being rated.

which you contribute to team effectiveness by performing this role most important to success of the team.

Distribution of ratings by team members for an item. Number indicates total number of persons responding in each category.

Average ratings of your effectiveness on an item by all team members including you.

Your personal rating of your effectiveness

Items	Not Observed	Not effective	Slightly effective	Moderately effective	Very effective	Extremely effective	Team	Self
Contributes appropriate leadership to our team.	0	1	1	0	2	2	3.50*	<u>2.00</u>
Serves as a model for the behaviors most important to our success as a team.	1	1	2	2	0	0	<u>2.20</u>	3.00
Is able to correctly assess changing situations and help our team respond appropriately.	0	0	1					<u>2.00</u>
Understands how individual team members are affected by changing situations and does what is necessary to help them be effective.	0	1	2				2.60*	<u>2.00</u>
Keeps our team focused on critical issues and challenges.	0	0	3				3.00	4.00
Overall:	1	3	9	4	5	4	2.83	2.60

- Red indicates a potential area for development
- Black indicates an average or moderate rating
- Green indicates a strength

Total persons responding in each category for all items and average response of team and self for all items

The scale and important reminders are repeated for clarification.

Scale: 1=Strongly Disagree 2=Slightly Disagree 3=Neither Agree Nor Disagree 4=Slightly Agree 5=Strongly Agree

“*” Indicates greater than three point difference between raters

Missing number indicates more that half of the raters did not answer

In the team column:

- If less than three other team members responded to the survey, no responses will be printed in this column.
- Missing numbers for a particular item indicate greater than 50% of team members did not provide a rating.
- “*” indicates a wide range of viewpoints among team members about this item (a difference of 3 or more between the highest and lowest rating).

Individual Contribution To Team Effectiveness

Report for: Chris Sample

This is feedback from other team members about the extent to which you contribute to team effectiveness by providing appropriate leadership and serving as a role model for behaviors most important to success of the team.

	Items	Number of Persons Responding					Average Response		
		Not Observed	Not effective	Slightly effective	Moderately effective	Very effective	Extremely effective	Team	Self
1	Contributes appropriate leadership to our team.	0	0	0	2	2	1	3.80	3.00
2	Serves as a model for the behaviors most important to our success as a team.	0	1	0	1	1	2	3.60*	3.00
3	Is able to correctly assess changing situations and help our team respond appropriately.	0	2	2	0	1	0	2.00*	4.00
4	Understands how individual team members are affected by changing situations and does what is necessary to help them be effective.	0	0	2	1	0	2	3.40*	5.00
5	Keeps our team focused on critical issues and challenges.	0	1	1	1	0	2	3.20*	3.00
6	Contributes to inclusive and effective planning and decision-making processes.	0	1	1	1	1	1	3.00*	3.00
7	Encourages, and participates in, an open exchange of information and ideas among all team members.	0	0	2	0	1	2	3.60*	2.00
8	Helps us effectively use the individual skills and abilities that each person brings to our team.	0	0	1	2	1	1	3.40*	3.00
9	Fosters coordination of effort among team members.	0	0	2	0	0	3	3.80*	2.00
10	Helps our team set and monitor standards of performance for the tasks we do.	0	1	1	1	0	2	3.20*	2.00
11	Helps our team set and monitor standards of performance for the way we interact as a team.	0	1	1	1	0	2	3.20*	2.00
12	Offers useful feedback in a respectful manner.	0	1	0	1	0	3	3.80*	3.00
13	Listens to, and acts on, feedback from other team members.	0	0	1	1	1	2	3.80*	3.00
14	Acknowledges contributions of other team members.	0	0	0	2	1	2	4.00	3.00
15	Actively supports team members and encourages others to do so.	0	0	1	0	2	2	4.00*	4.00
16	Values the diversity of perspectives and skills represented on our team and manages conflict productively.	0	0	1	1	0	3	4.00*	3.00
17	Helps our team identify and respond to problems and mistakes in a positive manner.	0	1	0	0	1	3	4.00*	4.00
18	Acknowledges team successes and helps us celebrate our accomplishments.	0	3	2	0	0	0	1.40	2.00
	Overall:	0	12	18	15	12	33	3.40	3.00

1=Not effective 2=Slightly effective 3=Moderately effective 4=Very effective 5=Extremely effective

"*" Indicates a difference of 3 or more between highest and lowest rating. -- Missing numbers indicate more than half the team members did not rate the item.

Comments about Individual Contribution To Team Effectiveness

Team Average: 3.40

Some behaviors that this individual does that are *very effective* in working with and influencing our team include:

Self

1. Support personally stressed individuals that are facing high work loads by providing training.

Team

2. Communicating well
3. He recognizes individuals for their performance and is always available to provide training as many times as it takes. He sees and understands the "big picture." He treats everyone with respect even when expectations are not met. He takes everyone's opinions into consideration and is open different ideas on accomplishing the same job.
4. Very goal oriented. Has a great ability to focus on finishing important tasks. Offers help when asked for it 99% of the time. Mr. Sample is extremely approachable! Very good at making everyone on the team feel accepted and goes out his way (financially too) to ensure they can enjoy unit functions.

Some behaviors that this individual does that are *less effective* in working with and influencing our team include:

Self

5. Although I am not anyone's assigned rater within my branch, I still have not incorporated accountability effectively. I also have been slow to adapt my leadership style to an effective task-oriented and directive style, as is desired by the team (I prefer participation).

Team

6. Deligating work.
7. He is often unclear on the expected outcome of a task. He assigns tasks all throughout the day and team members get confused on what to do next. Sometimes he assigns the same task independently to several individuals. Lastly, he sometimes assigns tasks he previously said he'd take care of, which I think is sometimes taken the wrong way by team mebers.
8. N/A