

Collaborative Task Improvement Process Rubric

<i>While engaging in collaborative task improvement, to what degree have you:</i>	Consistently	Mostly	Somewhat
Improved the task by including attributes from the Learning Activity Checklist? (L.A.C.)	The L.A.C. has been addressed during the task improvement process. All four areas of the L.A.C. are well-addressed in the task.	The L.A.C. has been addressed during some parts of the task improvement process and/or one area of the L.A.C. is not well-addressed in the task.	The L.A.C. has been addressed during some parts of the task improvement process and/or two or more areas of the L.A.C. are not well-addressed in the task.
Practiced coaching by using communication skills?	The communication skills of active listening, paraphrasing, and asking clarifying and probing questions are all in regular use.	All the communication skills are used most of the time and/or one of the communication skills is in infrequent use while the others are all in regular use.	All the communication skills are used some of the time and/or two or more of the communication skills are in infrequent use while the others are all in regular use.

Adapted from Microsoft Peer Coaching Program V3 Session 4 HANDOUT CS4a2b.doc