

Sample Group Process Evaluation Form

Individually, reflect on your group's dynamics and – anonymously – rate them according to each of the following variables (using a scale from 1 to 5). As a group, discuss the results and brainstorm concrete ways to improve your group processes.

Goals

Goals are unclear or poorly understood, resulting in little commitment to them.	1	2	3	4	5	Goals are clear, understood, and have the full commitment of team members.
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Openness

Members are guarded or cautious in discussions.	1	2	3	4	5	Members express thoughts, feelings, and ideas freely.
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Mutual Trust

Members are suspicious of one another's motives.	1	2	3	4	5	Members trust one another and do not fear ridicule or reprisal.
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Attitudes Toward Difference

Members smooth over differences and suppress or avoid conflict.	1	2	3	4	5	Members feel free to voice differences and work through them.
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Support

Members are reluctant to ask for or give help.	1	2	3	4	5	Members are comfortable giving and receiving help.
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Participation

Discussion is generally dominated by a few members.	1	2	3	4	5	All members are involved in discussion.
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Decision-making						
Decisions are made by only a few members.	1	2	3	4	5	All members are involved in decision-making.
Flexibility						
The group is locked into established rules and procedures that members find difficult to change.	1	2	3	4	5	Members readily change procedures in response to new situations.
Use of Member Resources						
Individuals' abilities, knowledge and experience is not well utilized.	1	2	3	4	5	Each member's abilities, knowledge, and experience are fully utilized.