Collaboration

Working interdependently, learning from and contributing to the learning of others for a shared purpose in a wide range of environments.

	Novice	Basic	Proficient	Advanced
Working inter-dependently	Works with others to define roles and responsibilities clearly for each team member and fulfills the duties and responsibilities within the team following agreed-upon norms.	Determines group and individual goals when teaming, builds shared knowledge and co-creates a product where each team member is able to contribute new ideas or propose solutions/alternatives, and reflects as a group on learning.	Explains the duties of each group member's role and the role's importance in reaching team goals; performs various roles in different groups including leader; addresses challenges, resolves conflicts, and utilizes each member's strengths; and encourages others with specific feedback about progress and effort.	Forms or joins collaborative teams to advance self-identified goals; acknowledges others' skills, knowledge, creativity and contributions; builds relationships; and maintains a network for future collaboration.
Learning and contributing to learning	Revises work in response to feedback, peer interaction, and self-assessment to meet or exceed the criteria for success, expands on the learning and resources gathered by other group members, and provides specific feedback to others based on success criteria.	Engages team to advance the knowledge base of all group members and uses self-reflection and feedback to ask clarifying questions to guide revisions or make improvements to the product to meet or exceed criteria for success.	Solicits feedback on individual and teamwork proactively, engages experts and investigates in partnership with others to construct knowledge, acts upon feedback to improve individual and teamwork, and provides constructive feedback in a manner that is appropriate to the audience and topic.	Develops process and safe environment for timely and routine feedback including collecting and evaluating evidence, constructing knowledge, assessing progress, addressing challenges, balancing self and peer evaluation, and generating alternatives and/or action plan for continuation or improvement.
Purpose	Determines group and individual goals related to the task, builds shared knowledge, creates a product, and reflects on learning.	Explains rationale behind team and individual goals balancing individual task completion, builds shared understanding, meets team goals in agreed timeframe in order to create a product, and shows evidence of self-reflection on individual and group learning.	Evaluates team and individual goals, considers what is necessary in building shared understanding, prioritizing tasks, monitoring own and group's progress and adjusts scope and timeframe as needed to be able to submit a quality product with clear evidence of learning.	Provides leadership in reaching both team and individual goals, takes initiative to solve problems, assists others to identify and overcome barriers, and submits a product that meets or exceeds the expectations for the task and improves the overall learning of each member of the group.