

Grading Criteria: Collaboration Report	Exceptional	Met	Not Met
Coverage	The collaboration report includes detailed descriptions of each major project phase	The collaboration report includes descriptions of each major project phase	Collaboration report skips one or more major project phases (proposal, primary, secondary, showcase)
Self	The collaboration report includes accurate and detailed descriptions of your own contributions, including both visible and non-visible contributions	The collaboration report includes descriptions of your own contributions	The collaboration report does not report your own contributions
Team	The collaboration report accurately and fairly represents team contributions, including both visible and non-visible contributions	The collaboration report includes descriptions of each group member's contributions	The collaboration report does not report team member contributions
Takeaways	The collaboration report discusses lessons learned from the project and connects those lessons to broader takeaways from the course and/or from other group projects.	The collaboration report discusses lessons learned from the project (positive and/or negative)	The collaboration report does not consider the takeaways from the project