



# Observational Checklist

Group: \_\_\_\_\_

	<i>group members</i>					
<b>... on task</b> Are the group members on task? Is the group making progress toward completion of the work?						
<b>... teamwork</b> Are the group members working well together? Have they divided up the work fairly?						
<b>... timelines met</b> Are the group members meeting the timelines set by the group? Is the group meeting the deadlines set for the class?						
<b>... rough work shared</b> Are the group members sharing completed sections of their work? Is the group sharing their progress with the class?						
<b>... communication</b> Is there regular communication between group members and among different groups?						

## Extra Notes