**Ms. McLeod**

**ELA A30**

**Group Discussions and Collaborative Work** **Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Book Club**

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| **CRITERIA/ DETAILS** | **REFLECTION**  **What did I do well and what are the areas I could improve on:** |
| **Goals, Roles and Responsibilities:**  You adhere to roles and responsibilities within the group. You show commitment to setting clear but flexible goals for discussion and decision-making. |  |
| **Represent and Promote Respect:**  When you disagree with someone else, you are courteous. You are accepting of the views of others to develop your own and other’s viewpoints. |  |
| **Recognize and Adjust Elements of Oral Interaction** (articulation, pronunciation, rate, inflection, volume, tempo, pitch, stress, gestures, eye contact, facial expression, poise):  You can recognize and adjust elements of oral interaction according to audience, purpose and context. |  |
| **Courtesies of Group Discussion:**  You are able to keep language and tone positive and constructive. You answer others’ questions clearly and politely. You contribute to group harmony and acknowledge the contributions of others. You show a balance of listening and speaking, building on other’s strengths to achieve group goals. |  |
| **Present Purpose Clearly:**  You clearly, concisely and interestingly present the ideas you contribute. You clearly have developed an understanding of your idea prior to the group meeting and can share your knowledge with others. |  |