

## Team Evaluation Checklist

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To evaluate team progress, fill out the questions below.

- Does the team have clearly identified actionable steps to achieve its goals?
- Does the team monitor its progress by concrete milestones?
- Does the team regularly and frequently assess how well they are working together?
- Are the team's successes (both big and small) acknowledged?
- Is the team the right size, with the right mix of players for your purpose?
- Does the team have the right resources (money, time, people, and authority)?
- Does the team meet regularly?
- Does the team have effective leadership?
- Do team members understand their roles and are they able to carry them out effectively?
- Does the team have useful meetings with clear identification of tasks?
- Does the team have effective ways of managing conflict?
- Does the team stay motivated?