GROUP REFLECTION

Complete Every Meeting | One sheet per group per meeting

Team Name: _____	**Meeting #:** _____	**Date:** _____	**Project:** _____
Members present: _____			Stage: [ ] Empathize [ ] Define [ ] Ideate [ ] Prototype [ ] Test [ ] Improve [ ] Present

1. TODAY WE WORKED ON What was our main task today? _____ _____	**2. WHAT WE COMPLETED** What did we finish or improve? _____ _____
3. OUR BIGGEST CHALLENGE What problem or difficulty did we have? _____ _____	**4. HOW WE RESPONDED** How did we solve it, or what will we try next? _____ _____
5. EVIDENCE OF PROGRESS Sketch / photo file name / test result / measurement: _____ _____	**6. OUR NEXT STEP** At the next meeting, the first thing we will do is... _____ _____
7. TEAMWORK CHECK Did everyone contribute? Give one example. _____ _____	**8. ONE THING WE LEARNED** Today we learned that... _____ _____

Student	Role today	Main contribution	Task completed?	Needs support?
1. 2. 3.				

TEAM SELF-RATING	TEACHER / MENTOR QUICK NOTE
Teamwork: [ ]1 [ ]2 [ ]3 [ ]4 [ ]5 Progress: [ ]1 [ ]2 [ ]3 [ ]4 [ ]5 1 = needs work 5 = excellent	_____ _____

INDIVIDUAL STUDENT WORK LOG

One Sheet | Meetings 1-14 | Keep in your group portfolio

Student Name: _____	Group: _____	Project: _____	Main Role: _____

Use short notes. Write what YOU did, not only what the group did. Example: "I connected the sensor and tested it three times."

Meeting	Date	What I did today	What I learned	Problem / challenge	My next step	Teacher / peer initials
1						
2						
3						
4						
5						
6						
7						
8						
13						
14						

Final student reflection: One skill I improved during this PBL was _____ because _____.

Student signature: _____ Teacher / mentor signature: _____ Date: _____