

EVALUATION CRITERIA FORM—JUDGING SCALES

(Each judge should receive four copies of the Evaluation Criteria Form—Judging Scales.)

Judge's Name: Vandewell Cell #: _____ Date: 9/22 Room #: _____Team Letter Designation: A-1 Client Name: SSBC**Negotiation judged:**

(Please circle the competition level—Regional or National / and mark the round observed)

Round #1 _____ Round #2 _____ Final: ✓

Criteria I-V should be completed following the end of the negotiation and while the teams are preparing for the self-analysis.

I. NEGOTIATION PLANNING

This scale assesses whether the team was familiar with the facts and law and had a strategy and tactics reasonably designed to the situation set out in the fact pattern. How well-prepared was this team, judging from its performance and its apparent strategy?

7	6	5	4	3	2	1
Very Unprepared	Unprepared	Somewhat Unprepared	Neutral	Somewhat Prepared	Prepared	Highly Prepared

II. FLEXIBILITY IN DEVIATING FROM PLANS OR ADAPTING STRATEGY

This scale assesses whether the negotiators seemed responsive to the negotiation as it unfolded or whether their strategy and tactics seemed scripted or otherwise pre-planned in a way that did not work effectively in the context of the actual negotiation. Was this team able to adapt its strategy to for example, to new information or to unforeseen moves by the opposing team?

7	6	5	4	3	2	1
Very Inflexible	Inflexible	Somewhat Inflexible	Neutral	Somewhat Flexible	Flexible	Highly Flexible

III. OUTCOME OF SESSION

Based on what you observed in the negotiation and the self-analysis, to what extent did the outcome of the session, regardless of whether agreement was reached, serve the client's goals?

7	6	5	4	3	2	1
Goals not served at all	Goals not served	Goals somewhat not served	Neutral	Goals served somewhat	Goals served well	Goals served very well

IV. TEAMWORK

How effective were the negotiators in working together as a team, in sharing responsibility, and providing mutual backup?

7	6	5	4	3	2	1
Totally lacking in teamwork	Lacking teamwork	Somewhat lacking in teamwork	Neutral	Somewhat good teamwork	Very Good Teamwork	Excellent Teamwork

NOTE: For a single-person team, average criteria I, II, III, V, VI, and VII and enter that result (to the nearest whole number) as the teamwork rating.

V. RELATIONSHIP BETWEEN THE NEGOTIATING TEAMS

This scale focuses on word choice, attitude and tone, and implied and explicit communications. Did the way this team manage its relationship with the other team contribute to or detract from achieving its client's best interests?

7	6	5	4	3	2	1
Relationship Managed Very Poorly	Relationship Managed Poorly	Relationship Managed Somewhat Poorly	Neutral	Relationship Managed Somewhat Well	Relationship managed well	Relationship managed extremely well

Criteria VI and VII should be completed after both teams have completed their self-analysis.

VI. SELF-ANALYSIS

Students will begin this 10-minute period by answering directly to the judges, responses to the following questions:

- (1) "In reflecting on the entire negotiation, if you faced a similar situation tomorrow, what would you do the same and what would you do differently?"
- (2) "How well did your strategy work in relation to the outcome?"

Based on the team's self-analysis during the review session, how adequately understood the negotiation dynamics and learned from today's negotiation?

7	6	5	4	3	2	1
Did not understand or learn at all	Did not understand or learn	Did not understand or learn much	Neutral	Understood And Learned Somewhat	Understood and learned well	Understood and learned extremely well

VII. NEGOTIATING ETHICS

Based on your observation, do you believe the negotiating team observed or violated the ethical standards of the legal profession? For example, 1) did the team misrepresent material facts? 2) did the team invent self-serving material facts? etc. Select and circle one:

TEAM OBSERVED ETHICAL STANDARDS or TEAM VIOLATED ETHICAL STANDARDS

If you circled TEAM VIOLATED ETHICAL STANDARDS, was the ethical violation so severe that, in your judgment, the team should be disqualified from the competition? Circle one:

YES, DISQUALIFY

NO, DO NOT DISQUALIFY

Please explain in detail:

PLEASE be sure to complete **ALL** categories before turning in this form.

The Evaluation Criteria Forms will be collected by the competition administrator **PRIOR** to the judges providing feedback to the last two teams.

EVALUATION CRITERIA FORM—JUDGING SCALES

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Judge's Name: Smith Cell #: [REDACTED] Date: 9/22 Room #: CfrnTeam Letter Designation: A-1 Client Name: SSBC**Negotiation judged:**

(Please circle the competition level—Regional or National / and mark the round observed)

Round #1 _____ Round #2 _____ Final: _____

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Judge's Name: Guernsey Cell #: _____ Date: 9/24/13 Room #: _____Team Letter Designation: A-1 Client Name: SSBC**Negotiation judged:**

(Please circle the competition level—Regional or National / and mark the round observed)

Round #1 _____ Round #2 _____ Final: ✓

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EVALUATION CRITERIA FORM—JUDGING SCALES

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Judge's Name: Guernsey Cell #: _____ Date: 9/22/13 Room #: CT RMTeam Letter Designation: B-12 Client Name: SBCNegotiation judged:
(Please circle the competition level—Regional or National / and mark the round observed)Round #1 _____ Round #2 _____ Final: ☒

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or

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EVALUATION CRITERIA FORM—JUDGING SCALES

(Each judge should receive four copies of the Evaluation Criteria Form—Judging Scales.)

Judge's Name: Smith Cell # [REDACTED] Date: 9/22 Room #: CtroomTeam Letter Designation: B-12 Client Name: SSBC**Negotiation judged:**

(Please circle the competition level—Regional or National / and mark the round observed)

Round #1 _____ Round #2 _____ Final: _____

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EVALUATION CRITERIA FORM—JUDGING SCALES

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Judge's Name: Vanha U Cell #: _____ Date: 9/22 Room #: _____Team Letter Designation: B-12 Client Name: SSBC**Negotiation judged:**

(Please circle the competition level—Regional or National / and mark the round observed)

Round #1 _____ Round #2 _____ Final: ✓

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Judge's Name: Guernsey Cell #: _____ Date: 9/22/13 Room #: CT 2mTeam Letter Designation: B-17 Client Name: NRCE**Negotiation judged:**

(Please circle the competition level—Regional or National / and mark the round observed)

Round #1 _____ Round #2 _____ Final: ☒

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EVALUATION CRITERIA FORM—JUDGING SCALES

(Each judge should receive four copies of the Evaluation Criteria Form—Judging Scales.)

Judge's Name: Smith Cell #: [REDACTED] Date: 9/22 Room #: CtrmTeam Letter Designation: B-17 Client Name: NRCE**Negotiation judged:**

(Please circle the competition level—Regional or National / and mark the round observed)

Round #1 _____ Round #2 _____ Final: _____

Criteria I-V should be completed following the end of the negotiation and while the teams are preparing for the self-analysis.

I. NEGOTIATION PLANNING

This scale assesses whether the team was familiar with the facts and law and had a strategy and tactics reasonably designed to the situation set out in the fact pattern. How well-prepared was this team, judging from its performance and its apparent strategy?

7	6	5	4	3	<u>2</u>	1
Very Unprepared	Unprepared	Somewhat Unprepared	Neutral	Somewhat Prepared	Prepared	Highly Prepared

II. FLEXIBILITY IN DEVIATING FROM PLANS OR ADAPTING STRATEGY

This scale assesses whether the negotiators seemed responsive to the negotiation as it unfolded or whether their strategy and tactics seemed scripted or otherwise pre-planned in a way that did not work effectively in the context of the actual negotiation. Was this team able to adapt its strategy to for example, to new information or to unforeseen moves by the opposing team?

7	6	5	4	<u>3</u>	<u>2</u>	1
Very Inflexible	Inflexible	Somewhat Inflexible	Neutral	Somewhat Flexible	Flexible	Highly Flexible

III. OUTCOME OF SESSION

Based on what you observed in the negotiation and the self-analysis, to what extent did the outcome of the session, regardless of whether agreement was reached, serve the client's goals?

7	6	5	4	<u>3</u>	2	1
Goals not served at all	Goals not served	Goals somewhat not served	Neutral	Goals served somewhat	Goals served well	Goals served very well

IV. TEAMWORK

How effective were the negotiators in working together as a team, in sharing responsibility, and providing mutual backup?

7	6	5	4	3	<u>2</u>	1
Totally lacking in teamwork	Lacking teamwork	Somewhat lacking in teamwork	Neutral	Somewhat good teamwork	Very Good Teamwork	Excellent Teamwork

NOTE: For a single-person team, average criteria I, II, III, V, VI, and VII and enter that result (to the nearest whole number) as the teamwork rating.

V. RELATIONSHIP BETWEEN THE NEGOTIATING TEAMS

This scale focuses on word choice, attitude and tone, and implied and explicit communications. Did the way this team manage its relationship with the other team contribute to or detract from achieving its client's best interests?

7	6	5	4	3	2	1
Relationship Managed Very Poorly	Relationship Managed Poorly	Relationship Managed Somewhat Poorly	Neutral	Relationship Managed Somewhat Well	Relationship managed well	Relationship managed extremely well

Criteria VI and VII should be completed after both teams have completed their self-analysis.

VI. SELF-ANALYSIS

Students will begin this 10-minute period by answering directly to the judges, responses to the following questions:

- (1) "In reflecting on the entire negotiation, if you faced a similar situation tomorrow, what would you do the same and what would you do differently?"
- (2) "How well did your strategy work in relation to the outcome?"

Based on the team's self-analysis during the review session, how adequately understood the negotiation dynamics and learned from today's negotiation?

7	6	5	4	3	2	1
Did not understand or learn at all	Did not understand or learn	Did not understand or learn much	Neutral	Understood And Learned Somewhat	Understood and learned well	Understood and learned extremely well

VII. NEGOTIATING ETHICS

Based on your observation, do you believe the negotiating team observed or violated the ethical standards of the legal profession? For example, 1) did the team misrepresent material facts? 2) did the team invent self-serving material facts? etc. Select and circle one:

TEAM OBSERVED ETHICAL STANDARDS or TEAM VIOLATED ETHICAL STANDARDS

If you circled TEAM VIOLATED ETHICAL STANDARDS, was the ethical violation so severe that, in your judgment, the team should be disqualified from the competition? Circle one:

YES, DISQUALIFY

NO, DO NOT DISQUALIFY

Please explain in detail:

PLEASE be sure to complete **ALL** categories before turning in this form.

The Evaluation Criteria forms will be collected by the competition administrator **PRIOR** to the judges providing feedback to the first two teams.

NICE
1st level**EVALUATION CRITERIA FORM—JUDGING SCALES**

(Each judge should receive four copies of the Evaluation Criteria Form—Judging Scales.)

Judge's Name: Vanleveth Cell #: _____ Date: 7/22 Room #: _____Team Letter Designation: B-17 Client Name: NICE**Negotiation judged:**

(Please circle the competition level—Regional or National / and mark the round observed)

Round #1 _____ Round #2 _____ Final: ☒

Criteria I-V should be completed following the end of the negotiation and while the teams are preparing for the self-analysis.

I. NEGOTIATION PLANNING

This scale assesses whether the team was familiar with the facts and law and had a strategy and tactics reasonably designed to the situation set out in the fact pattern. How well-prepared was this team, judging from its performance and its apparent strategy?

7	6	5	4	3	<u>2</u>	1
Very Unprepared	Unprepared	Somewhat Unprepared	Neutral	Somewhat Prepared	Prepared	Highly Prepared

II. FLEXIBILITY IN DEVIATING FROM PLANS OR ADAPTING STRATEGY

This scale assesses whether the negotiators seemed responsive to the negotiation as it unfolded or whether their strategy and tactics seemed scripted or otherwise pre-planned in a way that did not work effectively in the context of the actual negotiation. Was this team able to adapt its strategy to for example, to new information or to unforeseen moves by the opposing team?

7	6	5	4	3	<u>2</u>	1
Very Inflexible	Inflexible	Somewhat Inflexible	Neutral	Somewhat Flexible	Flexible	Highly Flexible

III. OUTCOME OF SESSION

Based on what you observed in the negotiation and the self-analysis, to what extent did the outcome of the session, regardless of whether agreement was reached, serve the client's goals?

7	6	5	4	3	<u>2</u>	1
Goals not served at all	Goals not served	Goals somewhat not served	Neutral	Goals served somewhat	Goals served well	Goals served very well

IV. TEAMWORK

How effective were the negotiators in working together as a team, in sharing responsibility, and providing mutual backup?

7	6	5	4	3	<u>2</u>	1
Totally lacking in teamwork	Lacking teamwork	Somewhat lacking in teamwork	Neutral	Somewhat good teamwork	Very Good Teamwork	Excellent Teamwork

NOTE: For a single-person team, average criteria I, II, III, V, VI, and VII and enter that result (to the nearest whole number) as the teamwork rating.

V. RELATIONSHIP BETWEEN THE NEGOTIATING TEAMS

This scale focuses on word choice, attitude and tone, and implied and explicit communications. Did the way this team manage its relationship with the other team contribute to or detract from achieving its client's best interests?

7	6	5	4	3	2	1
Relationship Managed Very Poorly	Relationship Managed Poorly	Relationship Managed Somewhat Poorly	Neutral	Relationship Managed Somewhat Well	Relationship managed well	Relationship managed extremely well

Criteria VI and VII should be completed after both teams have completed their self-analysis.

VI. SELF-ANALYSIS

Students will begin this 10-minute period by answering directly to the judges, responses to the following questions:

- (1) "In reflecting on the entire negotiation, if you faced a similar situation tomorrow, what would you do the same and what would you do differently?"
- (2) "How well did your strategy work in relation to the outcome?"

Based on the team's self-analysis during the review session, how adequately understood the negotiation dynamics and learned from today's negotiation?

7	6	5	4	3	2	1
Did not understand or learn at all	Did not understand or learn	Did not understand or learn much	Neutral	Understood And Learned Somewhat	Understood and learned well	Understood and learned extremely well

VII. NEGOTIATING ETHICS

Based on your observation, do you believe the negotiating team observed or violated the ethical standards of the legal profession? For example, 1) did the team misrepresent material facts? 2) did the team invent self-serving material facts? etc. Select and circle one:

TEAM OBSERVED ETHICAL STANDARDS or TEAM VIOLATED ETHICAL STANDARDS

If you circled TEAM VIOLATED ETHICAL STANDARDS, was the ethical violation so severe that, in your judgment, the team should be disqualified from the competition? Circle one:

YES, DISQUALIFY

NO, DO NOT DISQUALIFY

Please explain in detail:

PLEASE be sure to complete **ALL** categories before turning in this form.

The Evaluation Criteria Forms will be collected by the competition administrator **PRIOR** to the judges providing feedback to the last two teams.

EVALUATION CRITERIA FORM—JUDGING SCALES

(Each judge should receive four copies of the Evaluation Criteria Form—Judging Scales.)

Judge's Name: Van der Velle Cell #: _____ Date: 7/22 Room #: _____Team Letter Designation: A-10 Client Name: NICCE**Negotiation judged:**

(Please circle the competition level—Regional or National / and mark the round observed)

Round #1 _____ Round #2 _____ Final: ✓

Criteria I-V should be completed following the end of the negotiation and while the teams are preparing for the self-analysis.

I. NEGOTIATION PLANNING

This scale assesses whether the team was familiar with the facts and law and had a strategy and tactics reasonably designed to the situation set out in the fact pattern. How well-prepared was this team, judging from its performance and its apparent strategy?

7	6	5	4	3	<u>2</u>	1
Very Unprepared	Unprepared	Somewhat Unprepared	Neutral	Somewhat Prepared	Prepared	Highly Prepared

II. FLEXIBILITY IN DEVIATING FROM PLANS OR ADAPTING STRATEGY

This scale assesses whether the negotiators seemed responsive to the negotiation as it unfolded or whether their strategy and tactics seemed scripted or otherwise pre-planned in a way that did not work effectively in the context of the actual negotiation. Was this team able to adapt its strategy to for example, to new information or to unforeseen moves by the opposing team?

7	6	5	4	3	<u>2</u>	1
Very Inflexible	Inflexible	Somewhat Inflexible	Neutral	Somewhat Flexible	Flexible	Highly Flexible

III. OUTCOME OF SESSION

Based on what you observed in the negotiation and the self-analysis, to what extent did the outcome of the session, regardless of whether agreement was reached, serve the client's goals?

7	6	5	4	<u>3</u>	2	1
Goals not served at all	Goals not served	Goals somewhat not served	Neutral	Goals served somewhat	Goals served well	Goals served very well

IV. TEAMWORK

How effective were the negotiators in working together as a team, in sharing responsibility, and providing mutual backup?

7	6	5	4	3	<u>2</u>	1
Totally lacking in teamwork	Lacking teamwork	Somewhat lacking in teamwork	Neutral	Somewhat good teamwork	Very Good Teamwork	Excellent Teamwork

NOTE: For a single-person team, average criteria I, II, III, V, VI, and VII and enter that result (to the nearest whole number) as the teamwork rating.

V. RELATIONSHIP BETWEEN THE NEGOTIATING TEAMS

This scale focuses on word choice, attitude and tone, and implied and explicit communications. Did the way this team manage its relationship with the other team contribute to or detract from achieving its client's best interests?

7	6	5	4	3	2	1
Relationship Managed Very Poorly	Relationship Managed Poorly	Relationship Managed Somewhat Poorly	Neutral	Relationship Managed Somewhat Well	Relationship managed well	Relationship managed extremely well

Criteria VI and VII should be completed after both teams have completed their self-analysis.

VI. SELF-ANALYSIS

Students will begin this 10-minute period by answering directly to the judges, responses to the following questions:

- (1) "In reflecting on the entire negotiation, if you faced a similar situation tomorrow, what would you do the same and what would you do differently?"
- (2) "How well did your strategy work in relation to the outcome?"

Based on the team's self-analysis during the review session, how adequately understood the negotiation dynamics and learned from today's negotiation?

7	6	5	4	3	2	1
Did not understand or learn at all	Did not understand or learn	Did not understand or learn much	Neutral	Understood And Learned Somewhat	Understood and learned well	Understood and learned extremely well

VII. NEGOTIATING ETHICS

Based on your observation, do you believe the negotiating team observed or violated the ethical standards of the legal profession? For example, 1) did the team misrepresent material facts? 2) did the team invent self-serving material facts? etc. Select and circle one:

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YES, DISQUALIFY

NO, DO NOT DISQUALIFY

Please explain in detail:

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EVALUATION CRITERIA FORM—JUDGING SCALES

(Each judge should receive four copies of the Evaluation Criteria Form—Judging Scales.)

Judge's Name: Guessey Cell #: _____ Date: 9/23/13 Room #: _____Team Letter Designation: A-10 Client Name: NRC**Negotiation judged:**

(Please circle the competition level—Regional or National / and mark the round observed)

Round #1 _____ Round #2 _____ Final: ☒

Criteria I-V should be completed following the end of the negotiation and while the teams are preparing for the self-analysis.

I. NEGOTIATION PLANNING

This scale assesses whether the team was familiar with the facts and law and had a strategy and tactics reasonably designed to the situation set out in the fact pattern. How well-prepared was this team, judging from its performance and its apparent strategy?

7	6	5	4	3	2	1
Very Unprepared	Unprepared	Somewhat Unprepared	Neutral	Somewhat Prepared	Prepared	Highly Prepared

II. FLEXIBILITY IN DEVIATING FROM PLANS OR ADAPTING STRATEGY

This scale assesses whether the negotiators seemed responsive to the negotiation as it unfolded or whether their strategy and tactics seemed scripted or otherwise pre-planned in a way that did not work effectively in the context of the actual negotiation. Was this team able to adapt its strategy to for example, to new information or to unforeseen moves by the opposing team?

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III. OUTCOME OF SESSION

Based on what you observed in the negotiation and the self-analysis, to what extent did the outcome of the session, regardless of whether agreement was reached, serve the client's goals?

7	6	5	4	3	2	1
Goals not served at all	Goals not served	Goals somewhat not served	Neutral	Goals served somewhat	Goals served well	Goals served very well

IV. TEAMWORK

How effective were the negotiators in working together as a team, in sharing responsibility, and providing mutual backup?

7	6	5	4	3	2	1
Totally lacking in teamwork	Lacking teamwork	Somewhat lacking in teamwork	Neutral	Somewhat good teamwork	Very Good Teamwork	Excellent Teamwork

NOTE: For a single-person team, average criteria I, II, III, V, VI, and VII and enter that result (to the nearest whole number) as the teamwork rating.

V. RELATIONSHIP BETWEEN THE NEGOTIATING TEAMS

This scale focuses on word choice, attitude and tone, and implied and explicit communications. Did the way this team manage its relationship with the other team contribute to or detract from achieving its client's best interests?

7	6	5	4	3	2	1
Relationship Managed Very Poorly	Relationship Managed Poorly	Relationship Managed Somewhat Poorly	Neutral	Relationship Managed Somewhat Well	Relationship managed well	Relationship managed extremely well

Criteria VI and VII should be completed after both teams have completed their self-analysis.

VI. SELF-ANALYSIS

Students will begin this 10-minute period by answering directly to the judges, responses to the following questions:

- (1) "In reflecting on the entire negotiation, if you faced a similar situation tomorrow, what would you do the same and what would you do differently?"
- (2) "How well did your strategy work in relation to the outcome?"

Based on the team's self-analysis during the review session, how adequately understood the negotiation dynamics and learned from today's negotiation?

7	6	5	4	3	2	1
Did not understand or learn at all	Did not understand or learn	Did not understand or learn much	Neutral	Understood And Learned Somewhat	Understood and learned well	Understood and learned extremely well

VII. NEGOTIATING ETHICS

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EVALUATION CRITERIA FORM—JUDGING SCALES

(Each judge should receive four copies of the Evaluation Criteria Form—Judging Scales.)

Judge's Name: Smith Cell # [REDACTED] Date: 9/22 Room #: GRMTeam Letter Designation: A-10 Client Name: NRCE**Negotiation judged:**

(Please circle the competition level—Regional or National / and mark the round observed)

Round #1 _____ Round #2 _____ Final: _____

Criteria I-V should be completed following the end of the negotiation and while the teams are preparing for the self-analysis.

I. NEGOTIATION PLANNING

This scale assesses whether the team was familiar with the facts and law and had a strategy and tactics reasonably designed to the situation set out in the fact pattern. How well-prepared was this team, judging from its performance and its apparent strategy?

7	6	5	4	3	2	①
Very Unprepared	Unprepared	Somewhat Unprepared	Neutral	Somewhat Prepared	Prepared	Highly Prepared

II. FLEXIBILITY IN DEVIATING FROM PLANS OR ADAPTING STRATEGY

This scale assesses whether the negotiators seemed responsive to the negotiation as it unfolded or whether their strategy and tactics seemed scripted or otherwise pre-planned in a way that did not work effectively in the context of the actual negotiation. Was this team able to adapt its strategy to for example, to new information or to unforeseen moves by the opposing team?

7	6	5	4	3	②	1
Very Inflexible	Inflexible	Somewhat Inflexible	Neutral	Somewhat Flexible	Flexible	Highly Flexible

III. OUTCOME OF SESSION

Based on what you observed in the negotiation and the self-analysis, to what extent did the outcome of the session, regardless of whether agreement was reached, serve the client's goals?

7	6	5	4	3	②	1
Goals not served at all	Goals not served	Goals somewhat not served	Neutral	Goals served somewhat	Goals served well	Goals served very well

IV. TEAMWORK

How effective were the negotiators in working together as a team, in sharing responsibility, and providing mutual backup?

7	6	5	4	3	②	1
Totally lacking in teamwork	Lacking teamwork	Somewhat lacking in teamwork	Neutral	Somewhat good teamwork	Very Good Teamwork	Excellent Teamwork

NOTE: For a single-person team, average criteria I, II, III, V, VI, and VII and enter that result (to the nearest whole number) as the teamwork rating.

V. RELATIONSHIP BETWEEN THE NEGOTIATING TEAMS

This scale focuses on word choice, attitude and tone, and implied and explicit communications. Did the way this team manage its relationship with the other team contribute to or detract from achieving its client's best interests?

7	6	5	4	3	2	1
Relationship Managed Very Poorly	Relationship Managed Poorly	Relationship Managed Somewhat Poorly	Neutral	Relationship Managed Somewhat Well	Relationship managed well	Relationship managed extremely well

Criteria VI and VII should be completed after both teams have completed their self-analysis.

VI. SELF-ANALYSIS

Students will begin this 10-minute period by answering directly to the judges, responses to the following questions:

- (1) "In reflecting on the entire negotiation, if you faced a similar situation tomorrow, what would you do the same and what would you do differently?"
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Did not understand or learn at all	Did not understand or learn	Did not understand or learn much	Neutral	Understood And Learned Somewhat	Understood and learned well	Understood and learned extremely well

VII. NEGOTIATING ETHICS

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YES, DISQUALIFY

NO, DO NOT DISQUALIFY

Please explain in detail:

PLEASE be sure to complete **ALL** categories before turning in this form.

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