****

[**Microsoft Word Performance Review Templates: 10 Great Templates You NEED to See!**](https://teamflect.com/blog/performance-management/microsoft-word-performance-review-template)

**Peer-to-Peer Review Template**

|  |  |  |  |
| --- | --- | --- | --- |
| **Peer-to-Peer Review Template** | | | |
| **Adele Vance:**  Retail Manager |  | **Reviewer:** Alex Wilber **Review Period:  Review Due: Finalize Due:** | |
|
|
|
|
|
| This template focuses on key aspects of professional growth, communication, teamwork, and collaboration. The peer reviewer, offers valuable insights, recognizing strengths and identifying areas for improvement. | | | |
|
|
| **1. Contributions** | | | |
| **Q1: In what ways has Adele demonstrated initiative and innovation in her role during this review period?** | | | |
|
| **Alex's answer** | | | |
| Lorem ipsum | | | |
| **Q2:** **Describe a specific instance where Adele collaborated effectively with team members. How did her collaboration impact the outcome of the project or task?** | | | |
|
| **Alex's answer** | | | |
| Lorem ipsum | | | |
| **Q3:** **Can you identify any areas where Adele has taken on additional responsibilities or contributed beyond her defined role?** | | | |
|
| **Alex’s answer** | | | |
| Lorem ipsum | | | |
| **Q4: How effective is Adele in communicating with colleagues and superiors? Provide examples of instances where her communication skills positively influenced a project or team dynamics.** | | | |
|
| **Alex's answer** | | | |
| Lorem ipsum | | | |
| **Q5**: **Can you recall any situations where Adele provided constructive feedback or assistance to a team member? How did this impact the team's overall performance?** | | | |
|
| **Alex's answer** | | | |
| Lorem ipsum | | | |
| **2. Team Collaboration and Support** | | | |
| **Q1: Describe how Adele has contributed to a positive team culture. Provide examples of instances where she supported her colleagues or fostered a collaborative environment.** | | | |
|
| **Alex's answer** | | | |
| Lorem ipsum | | | |
| **Q2:** Please elaborate on specific instances or strategies that demonstrate strong teamwork and assistance in achieving common goals. | | | |
|
| **Alex's answers** | | | |
| Lorem ipsum | | | |
| **Overall Comments** | | | |
|  | | | |
|
|
|
| **Signature:** | | | **Date:** |