

Peer Evaluation Reward Structure

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Reward Structure for Peer Evaluation Tasks

Dear [Recipient's Name],

We are excited to introduce a new reward structure for our peer evaluation tasks, aimed at fostering collaboration and motivation among team members. The details are as follows:

Reward Criteria:

- Completeness of feedback provided
- Timeliness of evaluation submissions
- Constructiveness of comments

Incentives:

- Top Evaluator of the Month: [Specify Reward]
- Participation Badge: [Specify Criteria]
- Team Recognition: [Details]

We believe that this structure will encourage active participation and enhance the overall quality of our evaluations. We appreciate your commitment and look forward to your valuable contributions.

Best Regards,

[Your Name]

[Your Position]

[Your Contact Information]