Design Team Agreement

DESIGN

PURPOSE

Forming a team is a non-trivial task. Each member of a team has different expectations, experiences, and ways of working that have to be blended and negotiated with other team members. One of the readings from Activity #5 defines teamwork as "... the joint action by a group of people in which individual interests become secondary to the achievement of group goals, unity, and efficiency." Since much of the work done in engineering practice today is based on working effectively in teams, the experiences that you gain in learning how to do this will be valuable ones.

LEARNING OBJECTIVE

- Develop group consensus on how the team will work with, treat, and communicate with each other.

REQUIRED RESOURCES

- "Designing Teams and Assigning Role", by Peter Smith
- "Teamwork Methodology", by Peter Smith, Marie Baehr, and Karl Krumsieg
- "Team Reflection", by Patricia Hare

DELIVERABLES

- Prepare a document with your team's answers to the Critical Thinking Questions
- Prepare and sign the team agreement

CRITICAL THINKING QUESTIONS

1. How do you want to be treated by your group?

2. What do you expect from each group member during a group meeting?

3. How do you intend to communicate with each other and by what means?

4. How do you intend to keep records of work conducted by the group and by individuals within the group?

5. How do you intend to resolve disputes or conflicts?

6. When do you intend to regularly meet outside of normal class hours?

7. How do you intend to divide work tasks among group members?

8. How do you intend to assess the performance of the group and its members?

TASK 1

Assemble into your assigned group. Reflect on the reading that you completed in Activity #5 and the two presentations that you listened to. Answer the Critical Thinking Questions and discuss them with your group.

TASK 2

Prepare a one-page document that addresses the issues listed above. The document should be in the form of a "team agreement" that starts with "We agree to …" and that is signed by each team member.