

30161 Teams-Individual Participation Exercise

Total time ~60 minutes

Overview and purpose:

- The 30161 Teams-Individual Participation Exercise is designed to bring visibility to the issue of participation in a team. The hypothesis is the failure to deal with real or perceived disparity in “carrying my/your share of the load” inevitably impairs the team’s ability to achieve success and satisfaction in the task at hand.
- This exercise is designed to facilitate individual and team reflection on performance

Student Learning Outcomes and Objectives

Prerequisites/Dependency

Prerequisites before this exercise:

Postrequisites after this exercise:

Recommended could follow this exercise:

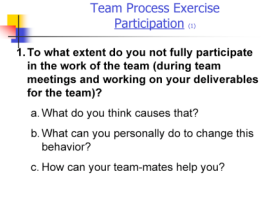
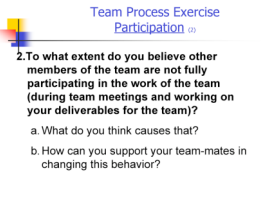
Instructional Materials


- 30161h1 Team Issues- Participation
- 30160p1Teams Process Slide Set

Equipment and Supplies

Room Setting

Source

Topic & Times	Instructor Notes: 30161 Teams-Individual Participation Exercise	Thumbnail of handouts & flip charts
Set Up		
Completion of Page 1 ~15 minutes	<p>Advance Slide: Team Process Exercise – Participation (1) Distribute 30160h1: Team Issues – Participation.</p> <p>Instruction:</p> <ul style="list-style-type: none"> • Review the Question in the Handout <p><u>Individual Questions:</u></p> <ul style="list-style-type: none"> ▪ 1. To what extent do you not fully participating in the work of the team (during team meetings and working on your deliverables for the team)? <ul style="list-style-type: none"> ○ What do you think causes that? ○ What can you personally to change this behavior? ○ How can your teammates help you? 	 <p>Team Process Exercise Participation (1)</p> <p>1. To what extent do you not fully participate in the work of the team (during team meetings and working on your deliverables for the team)?</p> <p>a. What do you think causes that?</p> <p>b. What can you personally do to change this behavior?</p> <p>c. How can your team-mates help you?</p>
	<p>Advance Slide: Team Process Exercise – Participation (2)</p> <ul style="list-style-type: none"> ▪ 2. To what extent do you believe other members of the team are not fully participating in the work of the team (during team meetings and working on your deliverables for the team)? <ul style="list-style-type: none"> ○ What do you think causes that? ○ How can you support your teammates in changing this behavior? ▪ Allow 10-15 minutes for students to fill out page 1 of the Handout 	 <p>Team Process Exercise Participation (2)</p> <p>2. To what extent do you believe other members of the team are not fully participating in the work of the team (during team meetings and working on your deliverables for the team)?</p> <p>a. What do you think causes that?</p> <p>b. How can you support your team-mates in changing this behavior?</p>
Optional Review of Foundation Course Communication Material 5-15 minutes	<p>Instructor's Notes:</p> <p>Before advancing to Page 2 of the handout, consider taking a minute to remind students of the following concepts covered in the Communication section of the Foundation Course:</p> <ul style="list-style-type: none"> ○ The Conversation Meter ○ The Cycle of Value / Cycle of Waste ○ The Ladder of Listening <p>These slides are in the slide set.</p>	

Team Discussion ~30 minutes	<ul style="list-style-type: none"> ▪ Advance Slide: Team Process Exercise – Participation (3) – first bullet ▪ Have student go to page 2 of the 30161h1 handout ▪ Review the Process: <ul style="list-style-type: none"> ○ Each team goes through each question with each team member ○ Each team member writes down what the group had to say about their performance. ○ When the brainstorming/sharing concludes, each team member: <ul style="list-style-type: none"> ▪ Writes down what they learned ▪ Writes down what agreements they made, if any ▪ Allow 4-5 minutes per group member or about 20-30 minutes for this process to complete 	 <p>Team Process Exercise Participation (3)</p> <p>Team Discussion:</p> <ol style="list-style-type: none"> 1. Go through each question and brainstorm <ol style="list-style-type: none"> a. Write down the group input to your answers 2. Write down your summary of the group discussion. <ol style="list-style-type: none"> a. What did you learn from the team discussion? b. What agreements did you make?
	Instructor's Notes: Be present and attentive to the groups as they begin to give feedback to team members about their performance. Intervene promptly and briefly if bio-reaction appears to be getting the upper hand with the goal to bring the bio-reaction to their attention but allowing the team members to resolve their situation if at all possible.	
Wrap up ~5 min	Advance Slide: Team Process Exercise – Participation (3) – second bullet Instruction: <ul style="list-style-type: none"> ▪ When the groups have completed their processing. Promptly move them into completing Item 3 of the handout. Very briefly go over the instructions on the handout using the PPT as the visual cue. <ul style="list-style-type: none"> ○ Write down your summary of the group discussion: <ul style="list-style-type: none"> ▪ What did you learn? ▪ What agreements did you make? ▪ Set the timer for 5 minutes – ask if there are students still working on their answers; allow another 5 minutes for completion if required. END	
Debrief	Consider doing a class brainstorm on what was learned, what was difficult in this exercise etc	