Teamwork Project Overview

Students often dread academic group work because it is sometimes difficult to get all group members to contribute equally. This team project is organized in unique ways to discourage “loafing” (sitting back while others do the work). One incentive to participate is the significant number of points awarded by other team members, not the instructor, based on how well you participated. Also, if you and your team members follow instructions carefully and promptly, this team project should run smoothly and won't require too much time. In fact, many students say it's the best experience they have ever had in a team.

In the Teamwork project, the team solves a problem and writes a report summarizing their problem-solving process and the solution. The Reflective-Thinking Sequence by John Dewey is the magic formula for solving the problem. Once you learn this protocol, you'll be able to use it in your personal life as you make important decisions and in the workplace.

The Team Project Process:

The team will meet four times over the next four weeks, either in person or virtually. For this course to meet accreditation standards and be transferable to other universities, it includes a group project. However, because this is an online course, you will not be required to meet in person to complete the work. The project for this module can all be accomplished using online technology as described later in the module.

First,  you will need to sign up for a team as soon as possible using the “Find a Team Discussion” and “Team Sign-up Page” found later in this module. If you do not sign up for a team, you will be assigned to a team. The team will meet four times over the next four weeks, either in person or virtually.

In each meeting you will work through one or more steps of the problem-solving process (Dewey Reflective Thinking Sequence). At the end of each meeting, each team will submit their notes about their meeting and their progress in solving the problem.

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| Meeting #1  In Meeting # 1, the team will create a Team Contract and do step 1 of the Reflective Thinking Sequence.   * Share Contact Information * Choose Relationship and Task Roles * Choose Relationship and Task Norms * Choose Consequences for breaking or keeping Team Norms * Choose a Problem to be solved (Case from the list real Cases) * Define the Problem in the form of a question * Assign Research Areas to each team member * Choose a Team Name using the Nominal Group Technique * Review the Agenda for Meeting # 2 and set a meeting time |  |

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| Meeting #2  In Meeting # 2, the team does steps 2 and 3 of the Dewey Reflective Thinking Sequence by:   * Reporting and discussing the Research Areas on the problem * Deciding on the Criteria by which they will judge a good solution * Creating a Task Calendar to help the team complete the project on time * Assigning the Effective Meeting Evaluation to identify the strengths and weaknesses of your team meetings * Reviewing the Agenda for Meeting # 3 and set a meeting time |  |

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| Meeting #3  In Meeting # 3, the team will complete steps 3, 4 and 5 of the Dewey Reflective Thinking Sequence by:   * Brainstorming solutions * Rating the solutions using the Criteria * Deciding on the best solution * Using the devil's advocate to see if there are any weaknesses in the solution * Reviewing the Agenda for Meeting # 4 and set a meeting time |  |

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| Meeting #4  In Meeting # 4, the team will:   * Finalize an Executive Summary that summarizes your decision-making process and solution * Complete an Evaluation of your team member participation * Complete an Evaluation of the other team members’ participation |  |