

↓ TYPE OF EXERCISE	↓ OVERVIEW	↓ AIM OF EXERCISE	⌚ <b>30</b> MIN APPROX.
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Review of group's dynamics and current performance.

- > Students identify and discuss the perceived strengths and weaknesses of their groups.
- > Exercise is best run half-way during the group's life (eg. around week 7 in an assignment lasting a full semester).

- > To help students discuss the inner workings of their group with their fellow group members.
- > To help groups develop improvement strategies.

## TEAM REVIEW EXERCISE

### Procedure

- ① Have students sit together in their groups and brief students on the aim of this exercise.
- ② Give each student a copy of handouts 1 & 2 (Survey of your group's strengths and weaknesses).
- ③ Have students complete handouts 1 & 2 *individually*.
- ④ Give *each group* one copy of handout 3 (Looking to the future: strengths and weaknesses).
- ⑤ Have students complete handout 3 *as a group*. Students should use their answers from handouts 1 & 2 as a reference point. Make it known that a member of each group will present their answers to the rest of the class (see debrief below). This will encourage engagement in the exercise.

### De-briefing

- > By the end of this exercise, students should have a better understanding of how their group operates and where improvements could be made.
- > One member from each group should present their findings to the rest of the class. This allows groups to compare findings. Take note of the similarities and differences between groups and discuss.
- > A debriefing overhead sheet is provided in this exercise set to facilitate class discussion.

### Note

- > It's a good idea to collect handout 3 from each group at the end of class, make a photocopy and return them to groups the following week. By making it known that the sheets will be collected, students will take the task more seriously. Examining each sheet will also help you review each group and intervene if necessary.

ADAPTED FROM:

Harshman & Phillips (1996). **Team Training: From Startup to High Performance**. McGraw-Hill: New York, NY.

# A QUICK DEBRIEF

## **What was the purpose of this exercise?**

- > To help you review your group's progress
- > To help identify where improvements could be made

## **What did you learn about your group?**

- > Strengths and weaknesses may be identified by all or only some group members
- > Should always be "room for improvement"

## **Where to now?**

- > Need to work on the improvements identified
- > Need to be committed to the improvements
- > Need to evaluate and discuss improvements in a few weeks time (ie. are they working?)

# SURVEY OF YOUR GROUP'S STRENGTHS AND WEAKNESSES

## Instructions

This survey will help you review your group's progress. Please complete the questions on handouts 1 & 2 *by yourself*. Later, you will be asked to share your answers with your fellow group members.

Rate your group on the following...	MAJOR WEAKNESS	MODERATE WEAKNESS	STRENGTH AND WEAKNESS	MODERATE STRENGTH	MAJOR STRENGTH
1. Working together as a group	1	2	3	4	5
2. Commitment to the group's goals	1	2	3	4	5
3. Effectiveness of group meetings	1	2	3	4	5
4. Communication among group members	1	2	3	4	5
5. Members getting their work done on time	1	2	3	4	5
6. All members participating equally	1	2	3	4	5
7. Quality of work produced by the group	1	2	3	4	5
8. Members being motivated for the group's task	1	2	3	4	5
9. All members sharing the workload	1	2	3	4	5

10. Are there any additional strengths not mentioned in the survey? If so, list below.

11. Are there additional weaknesses not mentioned in the survey? If so, list below.

12. What do you like best about your group?

13. What do you like least about your group?

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Overall rating...	NOT PERFORMING WELL		PERFORMING VERY WELL		
14. Overall, how would you rate your group's performance so far?	1	2	3	4	5

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## LOOKING TO THE FUTURE :

# STRENGTHS AND WEAKNESSES

### Instructions

This exercise will help your group review its progress. *As a group*, please complete the questions below by referring to the survey each of you completed earlier (ie. Survey of your group's strengths and weaknesses).

### As a group, reach consensus about...

**A.** The top three **strengths** of your group:

1. ....
2. ....
3. ....

**B.** What can your group do to reinforce these strengths?

**C.** The top three **weaknesses** of your group:

1. ....
2. ....
3. ....

**D.** What can your group do to change or correct these weaknesses?

**E.** What's the name of your group? .....