

## Teamwork

The project in this course will be a team project. While each team member will have a clearly defined role, the team is expected to work collaboratively to complete the project. The team leader is expected to ensure all team members are working effectively and that the team will meet the project deadline successfully.

Teamwork requires collaboration, cooperation and building rapport among team members. Some skills that will be required of each team to successfully complete this project are:

- Communication – clear and efficient communication will be required; sharing relevant information and ideas; listen to all ideas from all team members
- Responsibility – each team member must clearly understand the work assigned to them; each team member must meet deadlines
- Honesty – team members must be open and honest with each other and work through disagreements; each team member must be honest about not being able to complete a task or meet a deadline
- Respect – team members must be respectful of the other team members; all ideas are worthwhile

Watch the following videos on teamwork

- [Qualities of an Effective Team Member](#)
- [Leadership: Execution and Teamwork](#)

Teams should attempt to solve teamwork problems and conflicts as a team. If necessary, consult with the course instructor.

Bullying, bias and discrimination will not be tolerated!