Essentials of team collaboration

⚠ why collaboration is important?

→ leverages the expertise of others

→ provides cross-training opportunities

→ supports better problem-solving

→ makes work more fun

→ produces a better product

⚠ identify the right team composition

→ do team members have the right skill sets and experience?

→ what about authority level?

→ do team members have the right availability?

→ does the team possess the diversity we'll need to be successful?

→ can team members get along with each other?

⚠️ your team should have a clarity on "what" and "why"

⚠️ Develop team ground rules
- explain why ground rules are important
- give each person a pad of sticky notes
  - reflect on best/worse team experiences
  - propose one ground rule
- collect and review sticky notes
- take a vote on each ground rule and only adopt the ones everyone supports

⚠️ How to build relationships
- use an incremental approach
- ask each person to share their first paid job
- identify each member preffered communication mode

⚠️ Develop a debrief process to analyze what's working well and what the team could do differently