TEAMWORK!

Today you will learn...

+ Why effective teamwork is important in robotics and in life in general

+ Characteristics of good teamwork

+ How you can improve your team

RIGHT NOW!

+ Working <u>only</u> with the person next to you, make a list of things that are done in a team (as in more than one person).

Where have you seen this before?

+ Sports (football, cheerleading, basketball, etc.)

+ Movies (The Avengers, Toy Story, Pitch Perfect, etc.)

+ TV shows (Glee, Survivor, Doctor Who, various children's shows, etc.)

+ Student organizations (ROBOTICS!, SGA, other clubs)

+ Bands (The Beatles, Queen, Pentatonix, etc.)

+ School group projects

+ Other groups at school (theater, marching band, chorus, orchestra, etc.)

+ Name some more!

+ The workplace (a manager has to work with his or her employees)

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Why is teamwork important and helpful?

+ Increased output: More work can get done

+ More resources: Each of us has different talents that help the team

+ Reliability: More people are present to get the work done. Also, they help think of new ideas.

+ Un-biased: Working with more people makes you more open to new ideas.

+ Accountability: If you do not do your job, it does not just hurt you.

+ Morale: Succeeding as a team feels more rewarding than succeeding alone.

Stages of Teamwork

+ Forming

+ Storming

+ Norming

+ Performing

+ (Transforming)

What makes a good team?

+ Skills of a good team:

Clarity

Commitment

Consistency

Good work ethic

High participation

Respectful towards others

Intuitive and innovative

Passion to do work

How can we be an effective team?

[Name some ways]

LEADERSHIP

+ Keep a positive team environment (this will make you and your teammates feel motivated

+ Know the group's purpose or focus, and help others share this goal (or goals)

+ A good team leader also has to be able to promote a high level of morale amongst the team members so that they feel supported and valued. "

+ Read more at Buzzle: http://www.buzzle.com/articles/effective-teamwork.html

Communication [is very important!]

+ Good Communication Skills
  + Eye contact
  + Speak clearly
  + Understand each other (avoid confusion)

+ Lets people know what you think, what you feel, or what you plan
  + Does a member have an idea to solve a problem?
  + Does a member need something to do?
  + What is everyone working on?

Delegation

+ Delegation is assigning specific tasks to others.
  + The task is one less thing for you to do.
  + The other person gains experience from working.

+ A good general rule is if someone else can do a job at least 80 percent as well as you can, then it is wise to delegate the job to that someone.

+ Take time to teach someone how to do a job if he or she does not know how. Then next time that job needs to be completed, you can delegate the task to that someone.

Activity: Who Gets the Job?

+ You have a specific job that needs to get done. List specific characteristics and traits you would want the person doing the job to have.

+ Work with the person sitting next to you.

+ Write on the back of your worksheet.

+ You will have ONE MINUTE to list each.

+ We will all share answers after the first scenarios.

+ Do not use the same traits over and over.

+ Ready? Okay!

Who Gets the Job? List specific characteristics and traits you would want the person doing the job to have.

+ You need someone to drive you to the movies.

+ You need someone to fix your car.

+ You need someone to give you directions to get to the competition in Palmetto.

+ You need someone to paint your house.

+ You need someone to babysit your puppy over the weekend.

+ You need someone to help you study for your final in your foreign language class.

+ You need someone to bake something for a bake sale that you are putting on.

+ You are choosing a person to be your partner for a group project in one of your classes.

+ You need someone to design a 3D part for the robot.

+ You need someone to solve a problem in the LabView code.

Cohesiveness – work together for a common goal

+ Know the expectations of the team
  + HANDBOOOK
  + Have a plan of action for each day the team is working

+ Calmly resolve conflicts.

+ Appreciate others for their contributions
  + Say, "Hey, good job on the ___" every now and then.
  + Acknowledge other's contributions.

+ Each person should have a job
  + If someone does not, help him or her find something to do
  + The responsibility of the team's success or jobs should not be with just one or two people. Everyone should contribute.
  + No loitering, wasting time, horseplay, "lollygagging," "hobobbing," etc.

Setting Goals, Planning Ahead, and Managing Time

+ These are a few of our favorite things! But in all seriousness, these are very important to the team even though it is "easier" to ignore them and just "wing it."

+ Setting Goals: In the next several weeks, our ultimate goal will be to build a working robot to use in competitions and to prepare for competitions. After that, our goal will be to be successful in the competitions.

+ Planning ahead: We know what needs to get done to make the robot (designing, CAD, mechanical, electrical, mechanical, etc.). We can plan to have a schedule that says we have x amount of days to design the robot, putting together the robot should take x days, etc.

+ Managing time: We need to use our time wisely so that we can finish on time and have time to test the robot before it is sent away to the competition. Also, none of us wants to fall behind on our classes, so manage your time so you have time for robotics as well as homework. We always say that school comes first

How well do you manage your time?

+ See chart on the handout

+ Complete the chart

+ So... How well do you manage time?

ORGANIZATION

+ When we stay organized…
  + Being able to set goals, plan ahead, and manage time are easier.
  + Everyone knows what he or she is doing
  + Everything gets put back in its place at the end of the day.

+ By knowing that everyone is part of a team and has something to do, people feel more committed to working.

How to improve teamwork: Easier said than done!

+ Pre-Plan everything!

+ Have a leader to head certain tasks.

+ Communicate! (Verbally, electronically (email), etc.)

+ Motivate and support the team.

How can you be a good (or better) team member?

+ Stay involved

+ Be committed. Remain on task. No slacking off.

+ Help others

+ Take the initiative. If you know something needs to be done, and you know how, then do it!

+ Be a good listener

Sources

+ http://www.buzzle.com/articles/teamwork/

+ http://corporatetrainingmaterials.com/teamwork_and_team_building/index.asp
?gclid=CIbhppHBkrsCFaHm7AodKioABg

Thanks for watching!

Good luck on finals!