***MGMT 6055 – Team Memorandum of Understanding (MOU)***

**Task 1: Learn Each Other’s Preferences About Groupwork**

Each team member contributes his/her responses to the following statements.

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| **Statement** | **Daniela Rincon** | **S M Rakibul Basher** | **Maitri Ramani** | **Gihan Shamike** |
| 1. I prefer to meet with group members within a few days after receiving a group assignment, so that we can get organized and make plans about how to do the assignment. *Agree or disagree?* | Agree | Agree | Agree | Agree |
| 2. When given a group assignment, I prefer to ignore it for several days and focus on other tasks that have a higher priority. *Agree or disagree?* | Disagree | Disagree | Disagree | Disagree |
| 3. I am comfortable preparing and finalizing the assignment within 6-12 hours before the deadline. *Agree or disagree?* | Disagree | Agree | Disagree | Disagree |
| 4. I prefer to have the group assignment essentially finished two or three days before the deadline. *Agree or disagree?* | Agree | Disagree | Agree | Agree |
| 5. For group assignments, I like to have regular face-to-face meetings and in-person discussions with group members. *Agree or disagree?* | Agree | Disagree | Agree | Agree |
| 6. For group assignments, once we decide how to proceed, I prefer to be left alone to work on my contribution to the assignment (without being interrupted by other group members). *Agree or disagree?* | Disagree | Disagree | Disagree | Disagree |
| 7. I like to review our group submission on the day before the final deadline, in case there are things we forgot or errors to fix. *Agree or disagree?* | Agree | Agree | Agree | Agree |
| 8. Once I prepare my contribution to the group assignment, I don’t want other group members changing what I’ve written. *Agree or disagree?* | Disagree | Agree | Disagree | Disagree |
| 9. I expect that my fellow group members will complete their tasks properly – I don’t expect to review their work. *Agree or disagree?* | Agree | Disagree | Agree | Agree |

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| **Statement** | **Daniela Rincon** | **S M Rakibul Basher** | **Maitri Ramani** |  |
| 10. I prefer to collaborate with other group members and contribute to all parts of the assignment together. *Agree or disagree?* | Agree | Agree | Agree | Agree |
| 11. For a group assignment worth 10% of the course grade, I am personally willing to work **8** hours on the assignment. *(Fill in the blank)* | Agree | Disagree | Agree | Agree |
| 12. During the three days before an assignment deadline, if I send an email message to my group members, I expect to hear a reply within 1:30 hours. *(Fill in the blank)* | Agree | Disagree | Agree | Agree |
| 13. If our group sets an internal deadline to submit draft material to each other, I am strongly committed to meeting that internal deadline. *Agree or disagree?* | Agree | Agree | Agree | Agree |
| 14. As far as grades are concerned, I am willing to work hard as much as needed to earn a grade of A on group assignments in this course. *(Fill in the blank)* | Agree | Agree | Agree | Agree |
| 15. Regarding communications with group members, the latest time during the day/evening that I will be available is **10:00 pm** *(Fill in the blank)* | Agree | Disagree | Agree | Agree |
| 16. If someone in the group does not meet the expectations described in the Team MOU, then that person should receive a lower grade on the group assignment. *Agree or disagree?* | Agree | Agree | Agree | Agree |

Comments or Explanations:

**Daniela Rincon:** I will give my 100% effort to provide excellent quality contributions to the group's assignments. I expect that my teammates will do the same, and I will always be willing to help others if they are struggling with their tasks. I am committed to meeting both internal and external deadlines, and I expect the same commitment from my teammates. I don't mind reviewing others' work, but their must contributions meet the quality level expected by the group.  
**S M Rakibul Basher:** I am strongly committed to giving my full effort to make the assignment as per requirements. I also cherish the mentality of working as a group and am willing to help my group members overcome their difficulties. Alongside this, I expected the members to review my work and make their valuable comments if needed.