**Networking Fundamentals – Individual Report Two**

I have always found teamwork quite a challenge as I find it very difficult to get people to get motivated and organised. However, during this project, our team worked incredibly well and we managed ourselves really efficiently.

Unfortunately we only had a team of two, as opposed to the maximum of three due to lack of people in our class, which meant that each of us had to do slightly more work. Despite this, I think it worked out rather well and that another team member may have made the project more complex and harder to manage. With the two of us doing half the work each it was much easier for us to split the workload. I think having just the two of us also made it easier to meet up and discuss the project, share ideas, and communicate efficiently.

From this experience I have realised that getting organised early on in the project is a great benefit to producing good work and reducing stress, especially when over work is due in as well. We agreed to meet every Friday for 2-4 hours each week to work on the project as well as discuss ideas. We also worked on the project outside this time period and used the sessions on Friday and in our classes to discuss issues and fixes. We made a start very early on and completed the designs in good time for the feedback sessions. Getting feedback from these then allowed us to improve them, which has produced better quality designs. Due to the way we split the work we had already made a start on the main group report during this time and the main draft was completed during the same time that the Logical Design was also finished. This gave us a good foundation that we could then build on based on changes throughout the project. Overall we completed all the work in good time without too many issues. The only problem we have had was access to riverbed due to the software’s licensing issues, therefore the simulations have been left slightly later than we would have liked.

As a team we worked really well, we decided early on how to split the work and from there we would discuss with each other problems with the designs or the report. Although we split the work up we didn’t leave the other person to work on it themselves, instead we both actively helped the other, discussing problems, ideas and improvements. We also made sure to help the other with any weaknesses we may have, e.g. unfamiliar software, lack of knowledge etc. This ensured that we made use of each other’s strengths to produce better quality work.

Overall we worked really well as a team without too many issues, where there were any we fixed them rather quickly, and the project went really smoothly. I feel I have learnt some valuable skills such as time management, work load management and communication skills.