La Salle College, Montreal Department of Computer Science

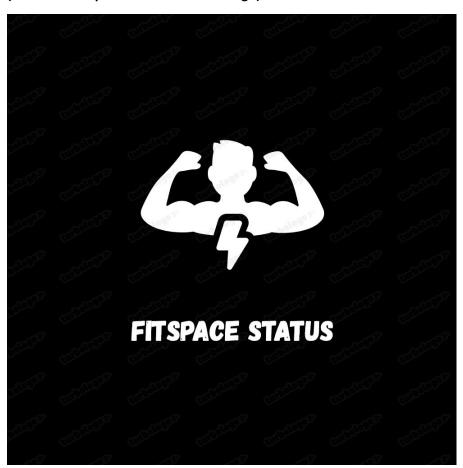
Information Systems Analysis & Modeling – 420AS2AS

Team Building Workshop

Prof: Michelle M. Khalifé

TEAM FltSpaceStatus

(feel free to represent co. name and logo)



1. Members' Profiles

Member	Marilena Soussani	Adril Kemyem	Mike Jun Yang Chiu Lim
MBTI	ESFJ-T	INTJ-T	INFJ-T
DISC	Influence	Compliance	Steadiness
Conflict Resolution	Collaboration	Compromising	Competing
Management Style			Aggressive Compromising
Conflict Resolution	Doing thing in the first place	Openness	Openness
Strategy		Honesty	Honesty
Needs &/or	Healthy team spirit	Interpersonal relationships	Good Relationships
Expectations	Good Relationships	and goals	
Boundaries	Late submission of works	Late submission of works	Disrespect
If you can say something	As the team leader, I wish	I'm a great believer in	I will accept to be a family
to your teammates that	everybody will follow me to the end and we can trust each other.	communication so if we keep each other in touch	member and help other when needed but do not ever throw
would go a long way		about what's going on about our project then we will get along.	me under the bus.
Ideal Teammate	Helpful Hardworking	Honest Trustworthy Resourceful Good time management	Passionate Motivated
Ideal Team Dynamics	Opened	Trustworthy	Trustworthy
	Trustworthy No drama	Honesty Engagement	No arguments
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2. Team SWOT

Based on your individual SWOTs, analyze that of your team in light of your *goal*. Identify:

- Your team's strengths
- Your team's weaknesses and how and how you can work around them or avoid them; who on the team can help compensate for what (use personal experience and be honest);
- Your team's opportunities, i.e., what are the opportunities available to the team throughout the project, how can they be prioritized and capitalized upon;
- Your team's risks or threats, i.e., those the team can potentially face and how can you mitigate & manage them.

	STRENGTHS	WEAKNESSES
0	Organised	o Last minute
0	Honest	Impatient
0	Resourceful	 Complain too much
0		0
0		0
0		0
0		0
	OPPORTUNITIES	THREATS
0	Use planned agenda to be always on time	 Little sleeping hours
0		 Too distracted easily
		-
0		 Aggressive
0		AggressiveO
0		0
0		0 0
0 0		0 0 0
0 0		0 0 0 0

3. Communication Plan and RACI matrix

Via which medium(s) does your team plan to communicate? At which frequency? Who will be involved in which communication? When do you plan to meet? What will you do/discuss during the meetings? Where will your documents go? Structure this information below – not in a paragraph!

- 1. WhatsApp
- 2. Every third day per week.
- 3. All teammates will be involved in the communication
- 4. During school hours
- 5. We will discuss the present and the future of our project
- 6. Our documents will be saved and sent on our group chat, so they are available for all the teammates

4. Roles & Responsibilities (pending SCRUM lecture)

- a. Product Owner:
- b. Scrum Master:
- c. Development Team:

5. Team Charter

Based on all of the above, including but not limited to your experiences, your conversations with each other, and your intuition about the current formation, draft your team charter. Consider the charter as your team contract, your North Star when it comes to rules and regulations on the team, your directions for a successful team experience, your failsafe but also your motivating drawing board.

- 1. Ask for help if necessary
- 2. Work hard
- 3. Be kind towards one and other
- 4. Be on time for project
- 5. Supports each other
- 6. Be comfortable
- 7. No drama
- 8. Be respectful
- 9. Embrace each other's ideas
- 10. Be prepared
- 11. Absences and lateness have to be notified.
- 12. No racism
- 13. No fighting
- 14. No early leaving allowed (except on special occasions)
- 15. Respect the deadline
- 16. Communications is key to success
- 17. Remind yourselves what you want to be, and why?