

Information Systems Analysis & Modeling – 420AS2AS

Team Building Workshop

Prof: Michelle M. Khalife

TEAM *FitSpaceStatus*

(feel free to represent co. name and logo)



1. Members' Profiles

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

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 <ul style="list-style-type: none">○ Organised○ Honest○ Resourceful○○○○	WEAKNESSES <ul style="list-style-type: none">○ Last minute○ Impatient○ Complain too much○○○○
OPPORTUNITIES <ul style="list-style-type: none">○ Use planned agenda to be always on time○○○○○○	THREATS <ul style="list-style-type: none">○ Little sleeping hours○ Too distracted easily○ Aggressive○○○○○

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?