

The Team Canvas

Version 1.0 | English | theteamcanvas.com

Most important things to talk about in the team to make sure your work as a group is productive, happy and stress-free

TEAM NAME SMART SHIFT DATE

PEOPLE & ROLES What are our names and the roles we have in the team? Valentin Maresch Bernhard Raab Martin Doan Huirim Song Hannes Hertel Lamija Fatic	GOALS What we want to achieve as a group? What are our key goals that are feasible, measurable and time-bounded? Develop a smart digital solution for the City of Munich Build a functional prototype by the end of the semester Deliver a clear and convincing final pitch Work effectively together using agile methods PERSONAL GOALS What are our individual personal goals? Are there personal agendas that we want to open up? <ul style="list-style-type: none">• Gain hands-on experience in developing a real digital solution for Munich• Improve teamwork and interdisciplinary collaboration• Learn digital prototyping and innovation methods• Strengthen creativity and presentation skills• Apply knowledge from business, IT, and engineering in practice	VALUES What do we stand for? What are guiding principles? What are our common values that we want to be at the core of our team? Respect and open communication Collaboration and team spirit Creativity Reliability Learning from feedback and challenges Commitment to making a positive impact NEEDS & EXPECTATIONS What each one of us needs to be successful? What are our personal needs towards the team to be at our best? <ul style="list-style-type: none">• Clear communication, regular updates• contribution and shared responsibility• Supportive and positive team atmosphere• Openness to new ideas and feedback• Good time management	RULES & ACTION POINTS What are the rules we want to introduce after doing this session? How do we communicate and keep everyone up to date? How do we make decisions? How do we execute and evaluate what we do? <ul style="list-style-type: none">• Communicate mainly via WhatsApp and weekly meetings• Share progress and updates regularly on GitHub/Drive• Make decisions together through discussion and majority vote• Assign clear tasks and deadlines for each sprint• Support each other and address issues early• Review results and reflect after each milestone to improve
STRENGTHS & ASSETS What are the skills we have in the team that will help us achieve our goals? What are interpersonal/soft skills that we have? What are we good at, individually and as a team? <ul style="list-style-type: none">• Diverse backgrounds: business, IT, and engineering• Strong analytical and problem-solving skills• Creativity and innovative thinking• Good communication and teamwork• Technical know-how for digital tools and prototyping• Presentation and pitching skills• High motivation and reliability		WEAKNESSES & DEVELOPMENT AREAS What are the weaknesses we have, individually and as a team? What our teammates should know about us? What are some obstacles we see ahead us that we are likely to face? Limited experience with programming and prototyping tools Possible time management challenges due to different schedules Risk of unclear task distribution in the team Need to improve technical and design skills Potential communication gaps between different study backgrounds and language Learning to balance creativity with feasibility	