Process analysis

Group B216

# Description, or what did you do in P0?

We started talking about the subjects we got handed, and then we chose a subject we all meant would be a good subject. After that we discussed which subtopics would be relevant and then we made a schedule, but only as an oral agreement.

We started researching for good/reliable sources and collected knowledge so we were able to write the report. We figured out which topics were valid and after that we made a disposition which outlined all the relevant topics and covered them from the angles that we preferred and distributed the tasks between each other; firstly we did some more targeted information seeking, on the subjects that we each were dealt and then we started writing the report. Along the way we looked at each other’s work and made corrections to streamline the work. We soon realized that the ambition level of each person in the group did not match across the entire board, so we figured the common denominator and established some agreements from there, which everyone could agree to. There have been some difficulties with these different ambitions, because we had different motivation to write the report, but we solved the problems nicely through dividing the different tasks and then agreeing on time-set deadlines for when each part of the paper had to be completed for. Suddenly a new member was added to the group, which caused a lot of trouble. He only showed up twice, and we agreed that he should write one of the important parts of the report. But from that day, we never saw or heard from him again. We had to look him up in the yellow pages, and it turned out that he had dropped out, without letting us know.

We didn’t have a selected group leader, but the ones with the high ambitions took control, when the work effort got low. All decisions have been taken as a group. We had a group member, who took all the contact to the supervisor. It made it possible for the group to know, that one person always knew what the supervisor had to say about the work we had completed thus far, for every mail correspondence, and the person knew it was his responsibility to contact the supervisor. The other members got all emails as “cc”.

We did not have a cooperation agreement, which a couple times made some problems, but we made an oral agreement which helped a little for the general moral motivation. We did often talk about what we had done at home and in school at the start of the day, but it was also an oral discussion. We did not have a structure of the meeting, but talked just about what we have done, and what we should do next.

# Judgement

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| --- | --- |
| Good | Bad |
| No team leader | Limited structure |
| Discussion | Different ambitions |
| Our supervisor |  |
| Satisfying report in spite of bad sources |  |
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# Analysis of working processes

We each more or less stayed within our working schedule, and kept our promises. Although some of the group members had difficulties meeting at specific times. In the end, we decided specific parts which each other should write. The cause of this was low motivation, due to the fact that our overall ambition level was too low. We can say, that the different ambitions, made us take some choices, we wouldn’t have taken if we all had the same ambitions.

Our supervisor was a big help in structuring our report. He gave us feedback, which we could use to make our report better. This feedback did we feel was very important.

# Synopsis

What we need to do better:

* We need to get better at meeting at the same time.
* We need to discuss the level of ambition.
* We need to have a meeting every morning, and write down what we have done, and what we will do for the rest of the day.
* We need a written time schedule.
* We also need to be better prepared for the meetings with our supervisor.

What we should keep doing:

* We should keep dividing subjects out to write individually.
* We should still have no specific team leader.