**ITM 90A - Reflection (Group Work)**

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| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Criteria (/7)**  (1= Never, 4=Occasionally, 7= Always) | **Association with AOL group work trait** | **Project member names (excluding yourself)** | | | | |
| **Ragavi** | **Kerin** | **Emil** | **Anthony** |  |
|  | Focused on the project discussion during group meetings | Communication | 7 | 7 | 7 | 7 |  |
|  | Contributed greatly to the construction of the project report | Working with others/cooperation | 7 | 7 | 7 | 7 |  |
|  | Did his/her research on the tasks/ subjects assigned | Job proficiency | 7 | 7 | 7 | 7 |  |
|  | Shared his/her perspective/opinion during group discussions | Working with others/cooperation | 7 | 7 | 7 | 7 |  |
|  | Assisted in the editing proofing/revising of the manuscript | Working with others/cooperation | 7 | 7 | 7 | 7 |  |
|  | Listened to the effort of others | Communication | 7 | 7 | 7 | 7 |  |
|  | Was prepared for each group meeting | Team role fulfillment | 7 | 7 | 7 | 7 |  |
|  | Helped resolve group conflicts that arose | Working with others/cooperation | 7 | 7 | 7 | 7 |  |
|  | Took a leadership role in the group’s interpersonal dynamics | Working with others/cooperation | 7 | 7 | 7 | 7 |  |
|  | Completed his/her fair share of the workload on time | Job proficiency | 7 | 7 | 7 | 7 |  |
|  | Completed his/her fair share of the workload with quality | Job proficiency | 7 | 7 | 7 | 7 |  |
|  | Willing to help and do more | Working with others/cooperation | 7 | 7 | 7 | 7 |  |
|  | Provide effective and constructive feedback to other members | Communication | 7 | 7 | 7 | 7 |  |
| **The score (0-100) that the group member should receive for the project[[1]](#footnote-1)** | | | 100 | 100 | 100 | 100 |  |

This capstone course allows us to apply all the information we have learned over the past couple years in a real-world situation. To work on this project, I have chosen to be a part of a group with Ragavi, Kerin, Anthony and Emil. I am very lucky to be apart such a great group where everyone gets along really well and also.

Going through each group member individually, Ragavi was an exceptional member. Therefore, I would give her a 7 in each category, as she was always leading every group meeting. She was always contributing her thoughts and ideas for the group project. It was very rare that things ever got off topic, but if it ever did, she would ensure that everyone stays on track. She was always open to hearing what everyone had to say so that no one’s thoughts or ideas went unheard. This however, did apply to everyone in the group just as most of the criteria on the list. It was definitely evident that she took on a leadership role amongst the group, being our project manager. She was always on top of all tasks and ensured that everyone else knew what was being asked of them. She ensured that everyone had the same end goal in mind and kept tabs to make sure that everyone understands their role. If anyone ever needed assistance or had any questions, she would always help to the best of her ability, which is all we can ask for. When it came to quality and time of work, no members in the group had any issues. Everyone always had their respective parts completed by the date and time that it was asked. She had also never missed a group meeting, just as the rest of us. We always ensure to hold the meetings at a time that worked around everyone’s schedule. Everyone was very understanding and cooperative.

Just as I rated Ragavi a 7 on all criteria, I would definitely do the same for Kerin. This is because she came to all group meetings prepared and ready to discuss with full attention. It was very rare that anyone ever got side tracked, as we all knew that this was our number one priority. I would definitely have to say that Kerin went above and beyond when it came to be putting forth the extra effort to helping others out with any questions they may have had. She was always fairly quick to reply in the group chat, and always willing to help. She was also very helpful when it came to be editing and suggesting any changes that may have needed to be made. This meaning, proofreading and revising the final documents prior to submissions.

Anthony is a great group member to work with as well, as he was always very creative and producing new ideas. He is very open minded and always thinking of new ways to change the current process. He has an endless amount of ideas. I would rate him a 7 on all criteria as well. However, if I were to say on area that he may have lacked is the leadership role. However, in no way do I see this as a flaw or negative. This is because I felt that every member of the group had a different role, and they fit the role they were assigned. Everyone had their own strengths and weaknesses; however, we learned to utilise and use everyone to their full potential. No issues that I could think of when it came to any group members, as they were always well prepared and knew what the goal of each group meeting was going to be.

Emil is a great group member who is very reliable. Although he can be very quiet at times, he will always present any ideas he may have to the group. This is because of how open the group is to hear what everyone has to say. Everyone is very friendly with one another and grown to have a relationship outside of just the group work. Just as I rated Anthony, I would also give him a 7 in all criteria with the possibility to improve group leadership. However, this is not necessary since we have such a great work ethic going for us. All tasks and presented by Emil have been on time and with top quality. Although he may be quiet, his work ethic is great and has a lot to offer to the group.

I would definitely say that all members in the group deserve full marks for the project. This is because everyone has something else to offer in their own unique way, which helps us better as a whole. All members put in 100% effort and are always reliable. Everyone completes the tasks they are assigned on time, and with great quality. If there are any changes that someone recommends, they go back and make those changes. No one complains or shows any signs of putting less effort. Everyone has the same goal in mind and deserves full marks for the project.

My role in the group thus far has been dealing with the business process mapping. Creating the BPMN has been one of my major roles. I felt that I had completed this to the best of my knowledge, given that I had some prior experience with restaurants. This is because my brother in law actually owns a restaurant/bar in Pickering which I have been alongside with from the beginning. I have provided my input on various topics in the project and always spoke out my mind. I also helped with the planning and suggestion of the technology inputs. Looking at Paisano’s current business model and process, I was able to acknowledge that there is definite room for improvement.

When it comes to my group’s performance, I am very satisfied with what we have accomplished as a team. Everyone is on the same page and worked very well together to complete our goals. We ensured to set many short-term goals, and everyone always completed with no issues. No one missed group meeting or handed in their parts late. If there were any changes that were asked of them once they completed their parts, they were more than willing to go back and fix it. Everyone always looked over one another’s work since we used a google document file. This allowed for us to know what exactly everyone is working on and when. There were no confusions amongst the group. I also felt that we submitted work that we felt were up to the standard of quality that we wished.

When it normally comes to group work, I tend to not enjoy it as much due to the fact that the partners you get may not be what you expect. It isn’t always where you get a full group of members who are very reliable and productive. Often times in groups, I find myself doing most of the work, or my partners handing in their part the same day its due. This allows for no time to review it and make any changes if necessary. With this group I have nothing to worry about because everyone is very reliable and gets the job done when asked. I have learned that group work is very beneficial when everyone brings different traits that help the group as a whole. Not everyone has to be good at the same thing. Each individual can have their own set of skills and weaknesses, it all depends on how you use it. Ensuring that everyone knows how important it is to have the level of trust and understanding is essential.

When it comes to improvement, I don’t see much to improve. However, I do feel that it would be a little more helpful if we all gave in some more input when it came to dividing the work up. Currently it is Ragavi who assigns everyone what they are responsible for getting completed. I feel that if everyone put in some input, we may be able to cater towards their strengths a little more. In order to do this, I will bring this up at the next meeting and have everyone discuss what they feel needs to be done step by step,, and see which parts seem to fit for each individual.

1. [↑](#footnote-ref-1)