# Creating ground rules on:

## Relationship building

* Be respectful. Treat everyone with dignity and consideration, regardless of their position, background, or beliefs.
* Be open and honest. Communicate honestly and openly with your team members.
* Be supportive. Offer your help and encouragement to your team members, and be there for them when they need it.
* Be forgiving. Everyone makes mistakes. When a team member makes a mistake, be forgiving and offer your help in correcting it.
* Be yourself. Be genuine and authentic in your interactions with your team members.

## Task performance

* Be clear about your goals and objectives. Make sure that everyone on the team understands what you are trying to achieve and why.
* Assign tasks based on skills and experience. Give team members tasks that they are good at and that they enjoy doing.
* Provide clear instructions and deadlines. Make sure that everyone on the team knows what they are supposed to do and when they are supposed to have it done.
* Provide regular feedback and support. Check in with team members regularly to see how they are doing and to offer your help and support.
* Celebrate successes. When the team achieves a goal, be sure to celebrate your success together. This will help to keep everyone motivated and engaged.

## Effective teamwork

* Communicate openly and effectively. Share information and ideas freely with your team members. Be clear and concise in your communication, and be sure to listen attentively to what others have to say.
* Be willing to compromise and collaborate. Be willing to listen to other people's ideas and to compromise in order to reach an agreement.
* Be supportive and respectful of your team members. Value each team member's unique skills and contributions.
* Be accountable and responsible. Take ownership of your work and be held accountable for your results.
* Be committed to the team's success. Put the team's goals first and be willing to do whatever it takes to help the team succeed.