CSEC-473 Cyber Defense Techniques

HW#1 - Team Communication

Team work poses challenges itself regardless of the field applied or technology employed. When a problem is too big, complex, or requires a large set of skills for an individual to accomplish alone, a team is typically brought together to attack it. There are many skills and techniques that can help a team to be effective and successful at accomplishing their goals. One of the most critical is team communication.

Your assignment is to investigate the concerns, issues, and techniques influencing successful team communication. Begin by watching the Linked in Learning course "Communication within Teams" by Dr. Daisy Lovelace at

https://www.linkedin.com/learning/communication-within-teams/how-high-performing-teams-communicate

The course is about 44 minutes with an exam at the end. Take the exam until you get a grade of 80% or better. Once you are done you will be presented with the opportunity to save a PDF of a certificate for the course. Make sure that you initially registered with your full name so it will show up on the certificate. A certificate without your name will not be accepted.

Perform a self-assessment of your preparedness to assume the roles of Convener, recorder, and monitor. Rate yourself on the scale of: absolutely ready, ready, ready with some work, not ready, or not interested

Role/preparedness	Absolutely ready	Ready	Ready with some work	Not ready	Not interested
Convener		Ready			
Recorder					Ready
Monitor		Ready			

In addition, below in the references section are two more articles that you should read. They contain numerous team concepts that will be useful. After reading them, write a ½ page summary of the important points you took away from each paper.

Deliverables:

- A PDF of the certificate from Linked In Learning for the "Communication within Teams" course.
- Self-assessment of your skills in the roles of Convener, Recorder, and Monitor as a PDF file.
- ½ page summary of the "3 important skills…: and "7 reasons why…" articles in separate labeled PDF files.
- HW#1, see schedule document for exact date

References:

"3 important skills for teamwork and collaboration (in the new normal)",
https://www.fingerprintforsuccess.com/blog/3-important-skills-for-teamwork-and-collaboration
7 reasons why collaboration is important", https://blog.jostle.me/blog/why-collaboration-is-important
"Communication within Teams" Dr. Daisy Lovelace,
https://www.linkedin.com/learning/communication-within-teams/how-high-performing-teams-communicate

Grading Rubric

Team Communication	25 points
Provided PDF of Linked In Learning "Communication within Teams" course	5 points
Included self-assessment of skills as Convener, Recorder, and Monitor	5 points
Summary of "3 important skills…"	5 points
Summary of "7 reasons why…"	5 points
Report is submitted correctly and contains all information required	5 points