

# The Team Canvas

Version 1.0 | English | [theteamcanvas.com](http://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 Travi DATE \_\_\_\_\_

<b>PEOPLE &amp; ROLES</b> What are our names and the roles we have in the team? Luca → Chief product officer Shega → Brand Manager Luka → chief technology officer Sarah → Marketing Director	<b>GOALS</b> What we want to achieve as a group? What are our key goals that are feasible, measurable and time-bounded? - Successful project - Work together as a team - Solve problems together	<b>VALUES</b> 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? - Open communication - be respectful - optimism	<b>RULES &amp; ACTION POINTS</b> 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? → Regular check-ins via text messages → Scheduled team-meetings → remain adaptable → be open minded → teamwork
<b>PERSONAL GOALS</b> What are our individual personal goals? Are there personal agendas that we want to open up? Luca : to get all the things done Shega : to inspire others Luka : making intercultural communication possible Sarah: successful project	<b>PURPOSE</b> → enhancing our business mindset → applied knowledge → inspire innovative thinking Why are we doing what we are doing in the first place?	<b>NEEDS &amp; EXPECTATIONS</b> What each one of us needs to be successful? What are our personal needs towards the team to be at our best? - being open and help each other - Listen to each other - Communicate with each other	
<b>STRENGTHS &amp; ASSETS</b> 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? - different knowledge - different skills - diverse backgrounds		<b>WEAKNESSES &amp; DEVELOPMENT AREAS</b> 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 of us that we are likely to face? - Lack of entrepreneurial experience - different schedules - dealing with different point of views	