

Team Development

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Team leader

- At time of forming the team each member should be aware or should be properly made aware about the project on which they would be working.
- Each member should also be aware of each other's capability and expertise area.
- Work should be divided among all the members properly and it must be taken care that the task assigned to the member that member should be clear about what he/she has to do.
- Each member should be given enough freedom to express his doubts and views.
- Care must be taken to avoid any type of any type of conflict and also if a conflict arises among members it must be solved as soon as possible.
- Leader so should communicate with the all the team members and take proper care of the team.
- If any mistake is by leader he/she should accept it.
- Though deadlines are important leader should not always motivate team members to motivate them without increasing the work load.
- Team leader should allow the team members to take major decisions.
- After completing project, a team leader should mark success by a gathering all team members.
- If there were any flaws in any team member or in work, it should be evaluated.
- Though the team is parting off, each member should keep in touch so that any problem in their future project can be solved.

Team member

- Meeting first time, a team member should introduce him well stating his strengths and weaknesses. One should also share his past project experiences.
- A team member should have clear idea about the whole project.
- A team member should start thinking about his roles and responsibilities he can take during whole project.
- As team member he/she should have trust in his leader and also his peers.
- Participation by a team member should be as high as possible.
- Team member should always try to avoid conflicts and also raise a point whenever something wrong is happening.
- Team members should always work taking into consideration project deadlines and always try to give their full efforts.
- Every team member should motivate each other.
- Rather competing team member should now help each other.
- Each team member should now be committed to the project completely.