

Team Canvas

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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

CYCLOPHILIA (10)

Date

25TH OF APRIL

PEOPLE & ROLES	COMMON GOALS	VALUES	RULES & ACTIVITIES
 What are our names and the roles we have in the team? MONIKA: VISUALS (DESIGNER AND EDITOR) MARTIN: SOUND DESIGNER (CONCEPT DIRECTOR) LISA: VISUALS (EDITOR AND ILLUSTRATOR) JUGAL: HEAD CODER GEA: PHOTOGRAPHY AND VIDEOGRAPHY What are we called as a team? WE CALL OURSELVES “TEAM CYCLOPHILIA”	 What you as a group really want to achieve? What is our key goal that is feasible, measurable and time-bounded? DELIVER A PRODUCT WE ARE ALL PROUD OF LEARN TO ACCEPT CRITICISM	 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? RESPECT IS THE CORE VALUE OF OUR TEAM	 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? <ol style="list-style-type: none"> 1. MEET UP WHEN WE HAVE CLASS (MONDAY, TUESDAY, THURSDAY AND FRIDAY); 2. WEDNESDAYS ARE OFF; 3. COMMUNICATE VIA MESSENGER IN A CHAT-GROUP; 4. SHARE FILES IN GOOGLE DRIVE; 5. INFORM ON THE GROUP’S CHAT WHEN WE CANNOT ATTEND OR WHEN WE ARE LATE; 6. ALWAYS BE HONEST AND GIVE POSITIVE FEEDBACK.
 PERSONAL GOALS What are our individual personal goals? Are there personal agendas that we want to open up? MONICA: PERSONAL/PROFESSIONAL GROWTH MARTIN: IMPROVE ON CODING LISA: USE SOFTWARE MORE EFFICIENTLY AND LEARN HOW TO ACCEPT OTHER IDEAS JUGAL: IMPROVE ON ILLUSTRATION AND TEAMWORK GEA: IMPROVE ON CODING AND LEARN HOW TO LISTEN AND ACCEPT OTHER IDEAS			 Why we are doing what we are doing in the first place? WE ALL AGREE THAT IN ORDER FOR THIS TEAM TO BE SUCCESSFUL AND DELIVER A GREAT PROJECT WE MUST BE DEDICATED AND RESPECTFUL. THAT IS ACCOMPLISHED BY BEING PRESENT, RELIABLE AND RESPONSIBLE.
 STRENGTHS & ASSETS 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? WE HAVE GOOD FILM EDITORS, A SOUND DESIGNER AND EXPERIENCED MUSICIAN, A PROFESSIONAL PHOTOGRAPHER, AN EXCELLENT CODER AND OVERALL A GROUP OF PEOPLE THAT IS PASSIONATE, HAPPY TO LEARN AND IMPROVE, WITH A GREAT SENSE FOR DESIGN AND A GOOD EYE FOR DETAIL.			 WEAKNESSES & RISKS 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 us that we are likely to face? MONIKA WILL NOT ATTEND CLASS WEEK 18; LISA IS MOVING OUT AND MIGHT NEED A FEW DAYS OFF; GEA MIGHT WORK A FEW HOURS IN THE MORNING BUT IS ABLE TO JOIN THE GROUP LATER; WE ARE ALL STRONG INDIVIDUALS SO MAYBE MISUNDERSTANDINGS MIGHT OCCUR BUT WE ARE AWARE OF THIS AND WILL TRY TO AVOID CONFLICTS.