Team Report for **[name]** team

Team lead: **[lead.name]**

Team members:

[list members]

Member **[name]**

reports to **[lead.name]**

This member has (in the past) been on the following teams:

[list past\_teams]

**[name]**

(led by **[lead.name]**)

[endlist]

This team member is using his/her experience to mentor…

[list mentees]

**[name]**

(in addition to the guidance that individual receives from **[lead.name]**)

This mentee has (in the past) been on the following teams:

[list past\_teams]

**[name]**

(led by **[lead.name]**)

[endlist]

[endlist]

[endlist]