# Unit 3. Using Collaborative Technologies

### 2. The candidate will set up and access IT tools and devices for collaborative work

**3.2.3 I can describe the roles, IT tools and facilities needed for collaborative tasks and communication media**

In collaborative environments there are different roles such as Team leader , team members and required IT tools . A team leader is a incharge of team who leads the team to specific task or solutions . Team colleagues , coworkers ,workmates all are the team members roles . They work together to achieve a quality solution using different IT tools for examples ( Adobe Connect , Ms teams ) .