

Analysis Report – Team 20

Note: The Executive Summary has been split into individual summaries that are listed below each step.

Overview

Since we had the pleasure of meeting each other, we have learned so much about how to work best with each other. Although we still have a lot to learn and improve upon, some of the progress we have made will be reflected in the following analysis. We have divided our analysis into the following sections: SWOT analysis (individual and team-wide), Tuckman's Team Development Model, and a skills breakdown.

Furthermore, we have broken down our plans and specific metrics to track progress in the future. This is followed by an evolving list of short and long-term goals. Finally, we take a step back to our very first major team collaboration: the EY case competition. We will display our initial goals/expectations, the results, retrospective insights, and future planned experimentation. This is an ongoing process, and we look forward to the progress and growth in our personal and professional lives through team development and leadership.

Step 1: SWOT Analyses (Individual, Team)

Elizabeth Culkin

<u>STRENGTHS</u> 1. Planning / Organization 2. Attention to Detail / Strong Note Taking 3. Slide Design / Creativity 4. Strong Work Ethic	<u>WEAKNESSES</u> 1. Public Speaking – Extemporaneous 2. Research 3. Providing Feedback
<u>OPPORTUNITIES</u> 1. Feedback Sessions 2. Strengthen Time Management Skills 3. Networking 4. Strengthen Public Speaking Skills	<u>THREATS</u> 1. Responsibilities Outside of MSIS 2. Time Management 3. Lack of Sleep 4. Individual Assignments/Readings

Lindsey Hume

<u>STRENGTHS</u> <ol style="list-style-type: none">1. Determination2. Analysis/Working with numbers (math)3. Attention to Detail4. Deliberate	<u>WEAKNESSES</u> <ol style="list-style-type: none">1. Answering Questions on the Spot2. Public Speaking3. Overthinking4. Break large problems into small components
<u>OPPORTUNITIES</u> <ol style="list-style-type: none">1. Grow my network2. Understand there isn't one right answer to every problem3. Become a vocal leader4. Diminish my shyness	<u>THREATS</u> <ol style="list-style-type: none">1. GAship/outside work2. Family commitments3. Tiredness/Sleep schedule4. Job recruiting

Chris Stanko

<u>STRENGTHS</u> <ol style="list-style-type: none">1. Work Ethic/Perseverance2. Critical Thinking3. Transparency/Honesty4. Prioritization	<u>WEAKNESSES</u> <ol style="list-style-type: none">1. Bluntness/Gentle Communication2. Creativity3. Groupthink4. Quickly Learning Complex Topics
<u>OPPORTUNITIES</u> <ol style="list-style-type: none">1. Receiving/Giving Feedback2. Recruiting/Jobs3. Networking4. Conflict Resolution	<u>THREATS</u> <ol style="list-style-type: none">1. Time2. GAship Tasks3. Money in College

Omkar Tamhankar

<u>STRENGTHS</u> <ol style="list-style-type: none">1. Data Analysis2. Public Speaking3. Competitive spirit4. Succinct	<u>WEAKNESSES</u> <ol style="list-style-type: none">1. PowerPoint Slides2. Organization/Logistics3. Design/Modeling4. Thinking creatively
<u>OPPORTUNITIES</u> <ol style="list-style-type: none">1. Complementary Strengths2. Team Feedback3. Improve visual communication skills4. Networking	<u>THREATS</u> <ol style="list-style-type: none">1. Time management2. Medical school applications3. GAship work4. Proper sleep and exercise hygiene

Team 20

<u>STRENGTHS</u> <ol style="list-style-type: none">1. Collaboration/Diverse Thoughts2. Constructive Criticism3. Planning/Organization4. Technical/Business Skills5. Work Ethic	<u>WEAKNESSES</u> <ol style="list-style-type: none">1. Efficiency2. Programming/Coding3. Group Think4. Prioritization
<u>OPPORTUNITIES</u> <ol style="list-style-type: none">1. Case Growth2. Networking3. Reliability/Dependability4. Leadership Skills	<u>THREATS</u> <ol style="list-style-type: none">1. Outside Responsibilities2. Time Management3. Scheduling4. Sleeps Deprivation

Summary

After completing our own individual SWOT analyses, we realized how diverse of a team that we are. Many of our strengths compliment another team member's weaknesses. This is a great opportunity for us to grow both individually and as a team because we can help one another build on these skills and provide insight in areas that we are not as strong. Through this activity, it became apparent that the capabilities that we have as a team are vastly superior to the skills that any one of us bring to the table alone. Our different strengths present us with the opportunity to push one another, take advantage of as many opportunities as we can and work together to overcome any threats that may get in our way. These skills go beyond just technical domains; we are also able to build strong communication, empathy, and motivation. These are essential to developing prosperous outcomes for each one of us.

Step 2: Tuckman's Team Development Model

Forming	<ol style="list-style-type: none">1. Learned about each other's background2. Learned each other's strengths, weaknesses, pet peeves, and previous group experiences3. Set expectations about group dynamics, meetings times, and work delivery
Storming	<ol style="list-style-type: none">1. Disagreements on EY proposal2. Disagreements on BPMN Project3. Misalignment in work, personal, and group schedules

Norming	1. Determining efficiency drivers such as working in pairs 2. Scheduling Team Meetings (online/in-person, start time, duration) 3. Adapting to feedback from EY case competition
Performing	1. High quality, time-sensitive work deliverables 2. Recruiting success for each teammate 3. Successfully rotating leadership responsibilities through each member

Summary

This initial version of applying Tuckman's Team Development Model, applied to our team, opened our eyes to the process we were playing into. It must be addressed, however, that this is purely preliminary and will be an evolving and cyclical process as we face larger and more challenging situations as a team. Some of the insights formed from Tuckman's model showed that we made a good decision in laying out our expectations, strengths, and weaknesses early on. If we had not laid the groundwork as soon as we met, our storming stage would have been inevitably more frustrating and, most likely, longer in duration. As shown by the model, however, the storming stage is inevitable, and we faced challenges. These mainly came from normal disagreements in project decisions, as well as planning/logistics. Flexibility was absolutely essential.

Finally, making it through the storming period required time. We had to work with each other, remain calm, and always look for solutions. For example, we started working in pairs and realized our work product efficiency was much greater. One particularly helpful change was settling on a more regular team schedule. Most importantly, was maintaining humility in our failures. We learned a lot from the EY case competition but making the feedback actionable required that we keep our egos in check and be receptive to constructive criticism. Currently, we are enjoying a period of efficiency, group cohesion, and fruitful collaboration. We look forward to the challenges that will inevitably present themselves and restart the cycle.

Step 3: Critical Skills Categorization

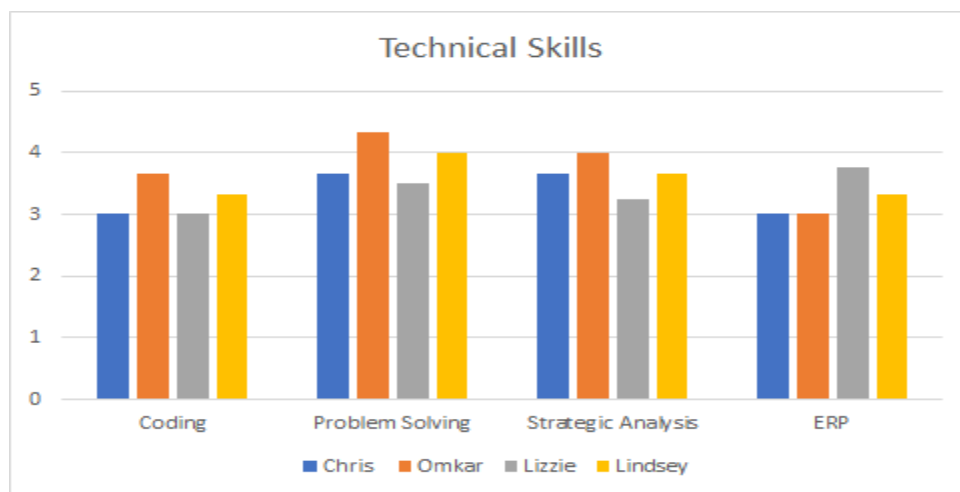
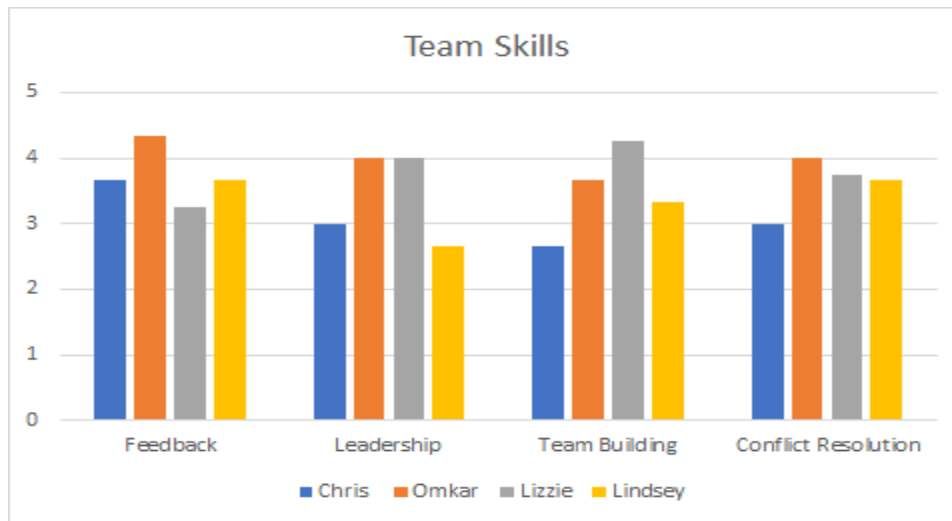
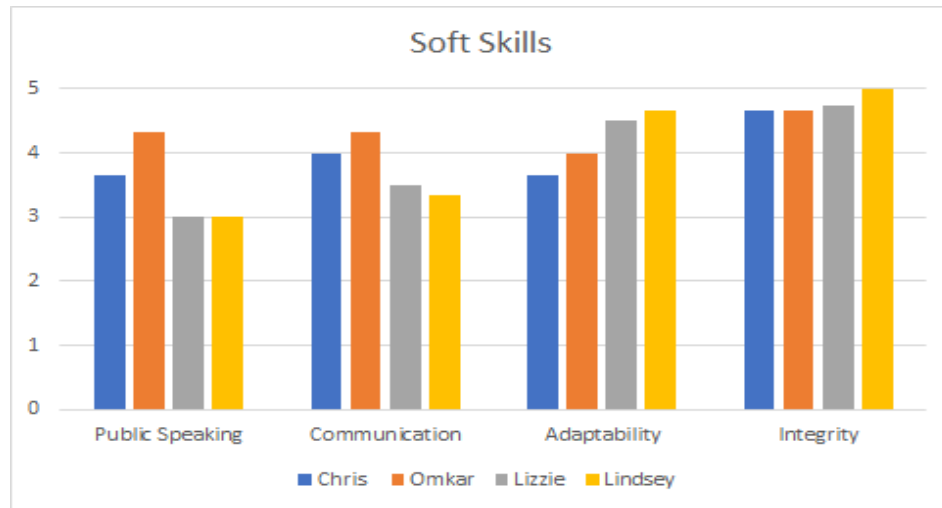
Soft Skills	Team Skills	Technical Skills
Presenting / Public Speaking	Constructive Feedback	Coding
Communication (verbal/nonverbal)	Team Building	Problem Solving
Networking	Responsibility	Strategic Analysis
Adaptability	Conflict Resolution	Excel
Organization	Decision-Making	Financial Analysis
Flexibility	Collaboration	Road Mapping
Integrity	Humble Leadership	ERP

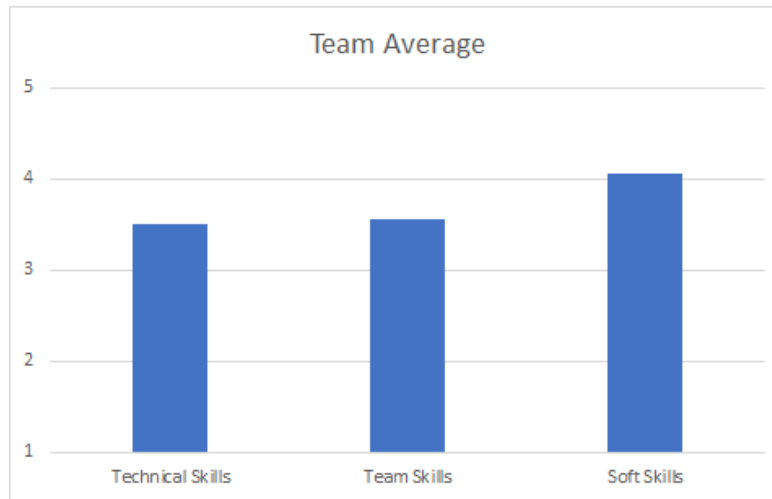
Summary

We started off this activity with a general list of skills that we believe are critical to a strong team performance. It was interesting to see the categories that each person placed some of the skills because we were not always in agreement. We realized that some of these important qualities and skills could fall under multiple categories. As a group, we felt empowered by our difference in opinions regarding which skills fell under which categories, because this meant that each member brought a unique perspective to a simple idea. The variation in our perception in skillset categorization can be leveraged to drive personal and team growth. We also looked back on some of our previous group experiences, both positive and negative, and were able to identify important skills for each individual, which inevitably overlapped with every group member.

To address some specifics, none of us have a strong background in software development therefore we know each of us needs to spend a considerable amount of time dedicated towards our programming classes, which will serve a strong foundation to build the rest of the IS curriculum off of. We are lucky to have members like Chris Stanko, who comes from a background in Finance, therefore our core business skills are covered. For example, we were able to present a very in-depth and detailed financial analysis for the EY case competition. Understanding and categorizing the various skills that we already have and know we need to improve in, will serve as our guiding compass through the rest of the core semester. The end goal is to come out of the program with a vast array of tools to address problems of any scope and level of complexity.

Step 4: Team Skills Breakdown



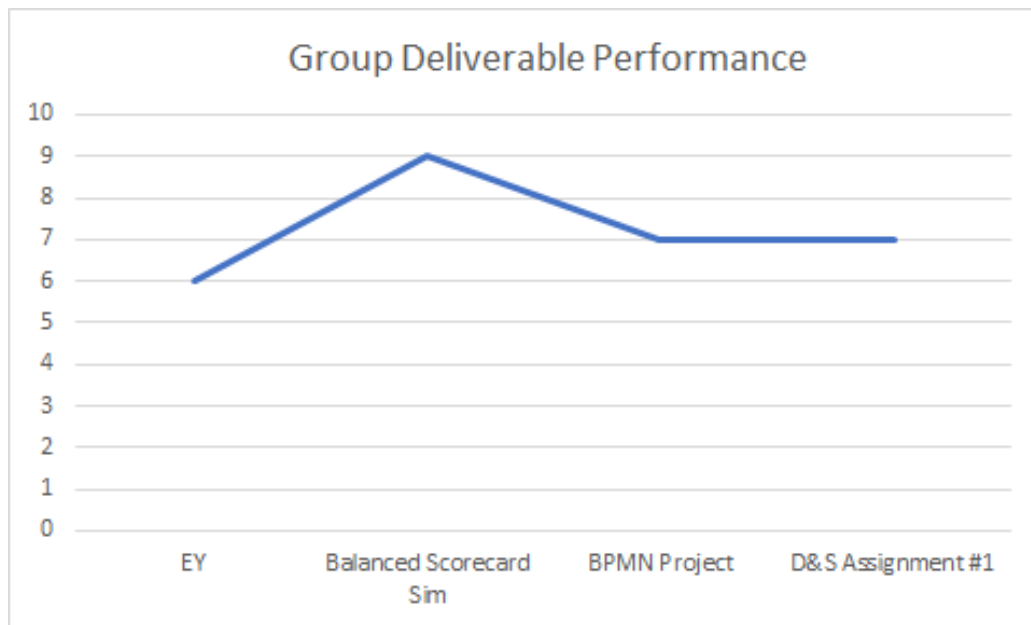


Summary

Our team developed a personal survey for each of us without knowing the others scores to ultimately quantify our own skillset. Purely analyzing the data, we concluded team building is something we should pay more attention to, thus we implemented spending more informal time together. We also found somewhat of a weakness in Enterprise Resource Planning, however due to the nature of early classes in the CORE, we believe this will be solved rather quickly through practice. As for positives, mainly we got to understand how one another are feeling about classes currently; this provided two insights: 1.) There is not a massive gap in experience with any one skill. 2.) We have a much better understanding of areas to encourage each other from an outsider's perspective.

We also found plenty of room for our team to grow and learn together. Given our common weak points, if two members of our group begin to understand a concept that others are not grasping as well, there can be relatable teaching moments within our team. Additionally, there are a few aspects of each teammate where they rated themselves lower than an outsider's perspective would evaluate them in the same category this allows us to encourage one another to build confidence. We have saved this survey and plan to take it two more times in the core and benchmark our process/growth. Lastly, as a group, we have an outstanding work ethic and have already seen the benefits of knowing each other. When one of us is confused about a concept/class/assignment we are all there for one another which will likely lead to growth in these strategically selected areas indicated in the charts above.

Step 5: Team Performance Metrics and Future Measurement



Summary

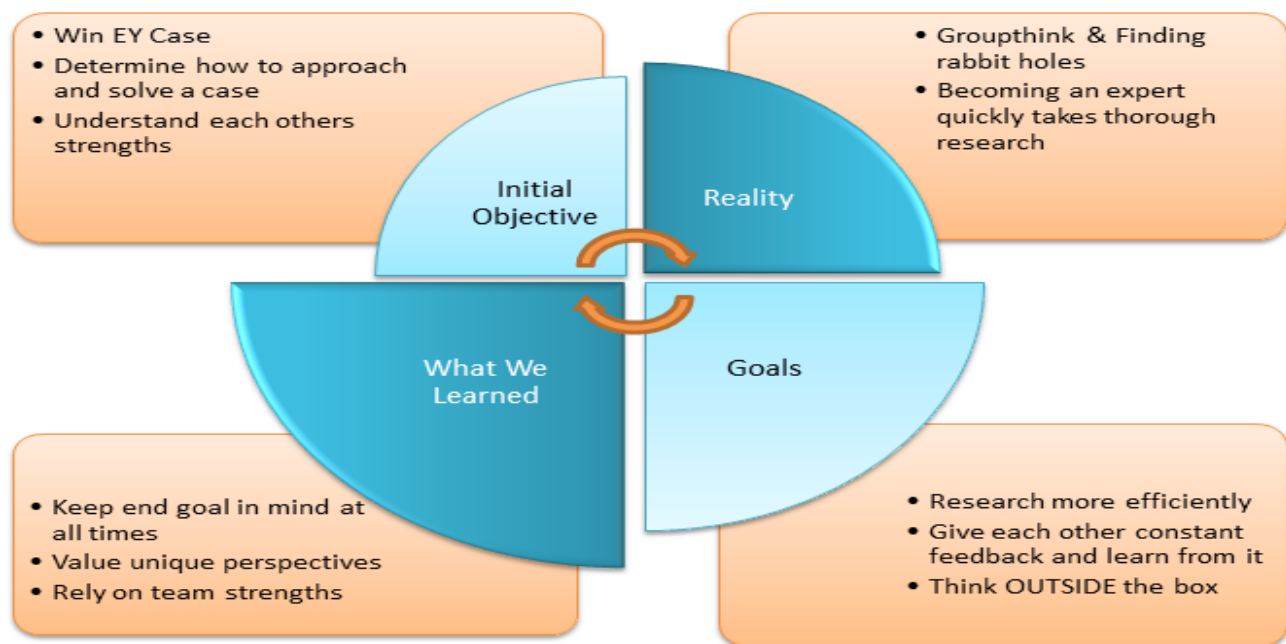
Throughout the semester, we want to track our performance based on deliverable results, team bonding, and efficiency in delivering an assignment. Specifically, after each major deliverable, we plan to identify our grade percentage and placings in competitions (if applicable). Overtime, we want to see improvements in our grades in order to show growth. We have learned that we are all high-achievers and thus tracking this performance will allow us to understand how we are performing and how we can continue to improve.

One of our major goals outside of school is to become closer as friends. We want to respect each other as peers and teammates, while also interacting outside of a school setting. We plan to have a bonding exercise once a week & after each bonding session, qualitatively assess how the event went and if we are more comfortable with each other while collaborating on group projects. Finally, after the EY Case Competition, we learned that our time management is good; however, it can be greatly improved. We want to focus on concluding group work by 10pm, avoiding getting caught in a rabbit hole, and reducing the amount of idle time during meetings. Overall, we will consider each of these metrics and combine them to rank our deliverable performances on a 1-10 scale.

Step 6: Short & Long-Term Goals

Short-Term Goals	Long-Term Goals
<ol style="list-style-type: none">1. Finish all group work by 10pm each day2. Weekly bonding outside of schoolwork3. Learn teammates' strengths/weaknesses4. Improve efficiency of meeting time5. Build trust in teammates	<ol style="list-style-type: none">1. Apply SWOT insights to case work2. Win a Case Competition3. Support/motivate one another throughout the Core4. Maintain contact throughout professional career5. Appreciation for teams in an academic/career setting

After Action Report: EY Case Competition



Summary

As we started our first case competition, we learned that a few of us had little to no experience working on cases. We initially were confused, but we collaborated well and fed off each other's ideas. However, the amount of time researching and circling around ideas was excessive. After our presentation, we felt accomplished and embraced feedback in order to improve in our next deliverable. Since the EY Case, we have learned that we are very effective when we rotate work in pairs and come back together to explain and collaborate, thus maximizing our time working on projects.