

Reflection (Week 14)

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Total Points: 100pts

What is the most significant take-a-way you have gained from your study this week?
(10pts)

- I learned the characteristics of being an effective individual plays an important part in my life, especially when dealing with work matters at workplace. Being able to be effective helps us to produce better results and help us stay at pace with our tasks. Effectiveness can really influence how we perform and act in work environments.

How would you explain this week's topics to a person not in this class? (10pts)

- There are simple ways that we can follow to be an effective individual. For instance, to be effective starts with understanding our personal commitment. A person who understands their commitment is more likely to be effective as they know their responsibility and role when they conduct their required tasks. Second, being effective also involves being actively engaged in group discussion such as sharing ideas and thoughts from personal study and research.

How do plan on contributing to the team, besides completing your tasks? (20pts)

- I plan to identify my personal commitment better before completing my tasks. I believe that through this, I can better understand my part and role as to contribute to my team. What comes next is action. I plan to self-reflect daily of that one thing I did on that day to participate in becoming a more effective person. As I learn to see where I am at in my progress, I get to identify what different things that I can apply so I can continue to progress and make positive changes to reach my ultimate goal.

Why is this week's topic important for teamwork? (20pts)

- I believe that being effective affects how we present ourselves at work. For instance, if we see someone who participate less in group discussion, or who is always late to work, we know that the person is less likely to understand their commitment and responsibility in a teamwork. Effectiveness reflects who we are and how we can contribute to a team. Personally, effectiveness influences how much we can contribute to the team. The more effective and engaged we are, the more likely we can contribute and bring success to the team, which brings us to achieve our end goal. The goal is always to meet the needs of the project which needs a lot of personal effort and teamwork. That is why understanding our own commitment and roles is very important before taking the actions steps.

If the actions steps are taken with lack understand, we would struggle to stay at pace, and more likely to deviate and perform poorly.

How does your experience relate to other experiences you have had? (20pts)

- There was this one time, I found myself to be less effective in my team. Most of my team members were also less motivated due to not understanding our assignments well. So, what we did was we took things likely, and that affected the quality of our product. However, I knew that something needed to be done. I became the person to persuade my team members to gather and discuss in depth of what are the specific things we must do as a team. I took the lead in the discussion and was able to get the most out of it. After the discussion, most of us were able to better understand the assignments in general, and we were also able to divide our tasks equally to contribute to the teamwork. So, we proceeded with completing our parts of the project and gather each outcome to evaluate the progress as a team. Then, a follow-up discussion is implemented, which we were able to talk out of our assigned parts that we have successfully implemented. Since then, I began to understand that effectiveness brings in progress and positive outcomes.

Tell me about what you taught someone? And what did they learn, that they didn't know before? (20pts)

In my mission about 2 years ago, I was assigned as a group leader (district leader) to lead a group of 12 missionaries. As a group, we barely knew each other and due to covid, we rarely met in person for discussions. However, through zoom, we were able to conduct most of our group discussions. I started the first discussion with "ice breaking" activities, so we would feel comfortable with each other in a team. I started to see a stronger unity in my group as we interact more often, and the most important part is making good progress in our assigned areas which is the main goal for acquiring the unity. Then, we began to feel comfortable of sharing our personal thoughts and insights from our personal studies, and for the missionaries who were longer in the mission, they got to share their personal experiences too so the newer missionaries can learn. This has led the team to be more interactive and most importantly effective as where they implement the takeaways from the discussions and share their feedbacks in the follow up discussions which happened weekly. I strongly believe that when a group gets along with each other well, the unity produced can affect the group's performance and helping each other out becoming effective. As each of us understood clearly of our tasks and personal commitment and responsibility, the urgency of implementing the takeaways from the group discussion will increase, and we could expect more positive results and constructive outcomes.