

Using Word, put your name and assignment number at the top of the first page. Then write a minimum one-page paper detailing the lessons you learned during the group case study exercise. Include things that went well, things that could have been improved upon, and how these lessons learned might affect your participation in future group work in class or team work in a corporate setting.

Working in groups is never easy, often it involves coordinating different schedules, personalities, perspectives, and work styles. Effective communication is crucial but often challenging, leading to misunderstandings and conflicts. In our group, I feel our biggest challenge was time difference, some of us are EST, Central or Pacific, so getting together at the same time proved almost impossible. Thanks to this I learned that one of the best ways to communicate is work on sections of your project that can be done without assistance, compile and then review and revise. It's quite hard, especially if you are the type of personality who needs quick feedback, but once we get over that bump working with my team was a great experience.

For our project we were able to come to a consensus whenever a topic that needed either creation or completion. However, sometimes we were throwing a lot of ideas, and as usual when it comes to group settings, it was hard to decide, no one wants to impose so without the voting system it would have been hard to come to an agreement. Mind you, the ideas were good, it's just hard to decide because you do not want to disappoint. Once we got the hang of what each team member's strengths where, we worked on areas that we felt more comfortable and supported each other on the rest of the tasks.

For future work in groups, I think continue to prioritize clear and consistent communication will be incredibly useful, as well as maybe breaking down the project on more manageable tasks, establishing the deadlines and take in consideration the availability of everyone. Voting will continue to be a big part of the process, to facilitate agreement on important issues. And of course, work on making sure that my team capitalizes on not only understanding each other's strengths but also focusing on using them to maximize the effectiveness of the group. On top of that, even with everyone doing what they feel comfortable with, checking in regularly in case there needs to be a correction, or someone needs to change tasks.

All of these combined I think would help immensely to ensure that on any future collaborations there is a good established method to ensure everyone is able to help, learn and achieve success.