

Effective Team Working Presentation Supporting Notes

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We all belong to groups or teams and although they may seem similar, these two terms have different meanings.

According to Hasa (2016) a team is a group of people that get together for work or activity. The members in the team all have a common end goal and each person has a different role. Whereas a group is referred to several people who gather because of a shared interest or activity.

The main difference between a group and a team is that a team works together to solve problems and they must rely on each other to do this. Members have defined roles and duties. A group on the other hand are formed around common interests. They do not have assigned roles or responsibilities, so they are independent.

Our team was initially a group. We got together for university. Our common interest was to study the same subject. We later transitioned into a team to achieve our goals which was to complete group presentations for 2 modules in university.

Bruce Tuckman developed a theory that illustrates how a team is formed and the stages they go through from when they first meet to until they finish the project.

Fall, K.A. & Wejnert, T.J. (2005) states that Tuckman's theory has four stages of team development which later included a fifth stage.

Forming – the first stage is when the team meet and understand what the task is.

Storming – members may fight for power and control.

Norming – conflict should be resolved, and coordination of team starts.

Performing – members are confident and happy to help others. Work together to finish task

Adjourning – members feeling sad after task is completed as they have grown close with the others.

We identified that our team went through these stages but did not stay in the storming stage for long as we did not come across any conflict nor did we fight for power and control. We identified our roles quite quickly and stepped into them with ease. We expressed our concerns and discussed how to complete the task, but all this was resolved straight away.

We did not experience the adjourning stage either as we are still in contact with one another.

Conflict can happen at any time. The Thomas-Kilmann conflict mode according to Shonk (2023) is a tool that helps people measure their conflict management skills.

- **Competing**
- **Avoiding**
- **Accommodating**
- **Compromising**
- **Collaborating**

We realised that our team members all had different ways in resolving conflict and it all depended on the actual situation. We did not really experience conflict as such; however, this may have been different if our coordinator was present in our meetings.

According to Belbin (2010) there are 9 team roles and that conflict in the workplace is not always due to difficult people. There is a need to identify the problem as early as possible.

The 9 roles are:

- **Resource Investigator**
- **Team worker**
- **Co-ordinator**
- **Planter**
- **Monitor Evaluator**
- **Specialist**
- **Shaper**
- **Implementer**
- **Completer Finisher**

I believe our team had a good balance of roles which helped us reach our goals. I believe to have a successful team you require different roles. Our coordinator was missing from our meetings, but this did not really affect us as my backup roles was coordinator and the rest of the team also stepped into their back up roles.

Our strengths included good communication, good ideas, being on schedule, taking responsibility. However, our weaknesses due to our team missing a Planter, we lacked creative, original ideas and sometimes slow in decision making.