

Assignment Title: Effective Team-working and Communication

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Student Name: Patrik Pompa – 2314132

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Introduction

Effective teamwork is essential for success in educational as well as professional environments. By focussing good communication, identifying roles and responsibilities, promoting teamwork, and resolving conflicts privately, teams can function more successfully and efficiently. Team performance can also be improved by employing flexible practices, making educated choices, and remaining organised with technology. By learning these strategies, students can form strong, cooperative teams that work towards common goals and achieve success. You can play a variety of roles in working together, and since I consider myself to be Plant, I prefer to work alone and think independently. Nevertheless, I try to contribute insightful thoughts, even though I am not as outspoken as other team members.

(Perry, Elizabeth, (2022) "Team members will observe how collaboration increases productivity as they begin to work together." It means the only thing affecting the outcome that will bring in funds is whether the students would gather and collaborate. It's very easy for the group to fall apart or communicate incorrectly if one member doesn't put in as much effort as the others, which could result in an incomplete project.

Using theories the Thomas-Kilmann conflict management model and Belbin's (1981) I will discuss my experience working in a team in this report. I'll also talk about the difficulties I encountered and the lessons I took away.

Findings

Understanding Team Development Theories

During my lectures I've encountered many group projects which required me to take the project as a team member and I figured out that I used Tuckerman's (1965) method which is stages that will follow you to group development. (they will be listed below).

- Forming – When we first got to our group, we didn't really understand or recognise who was going to do what, so we weren't able to work as a team yet.
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- Storming – When the group started to come together and talked about the project we were set up to, some had stronger opinions than others such as trying to force and take roles without talking to one another.
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- Norming – As time went by, we got to understand each other's strengths and weakness and got to see who was going to be responsible for what task. This allowed us to include one another's strengths and learned too corporate.
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- Performing – We became a reliable team because our communication got stronger, and we all worked together which then we completed the work.
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- Adjourning – Once the work was done, we all got to reflect and give feedback to one another.

The storming time was the hardest for us. There were disagreements about leadership and decision-making. But once we got past that, it was easier for us to work together. I realised that conflicts are unavoidable in teamwork and may really make a group stronger if handled properly.

My Role in the team

I was more capable to comprehend my value to the team thanks to Belbin's (1981) idea of team roles. As stated by Belbin, team members naturally assume nine different roles. These fall into the following categories:

- Action-oriented Roles - Shaper, Implementer, Completer – Finisher
- People-Oriented Roles - Coordinator, Team worker, Resource Investigator
- Thinking Roles - Plant, Monitor, Evaluator, Specialist.

I always kept silent during our group projects and tried to listen and study the situation before coming up with ideas that would help the group. Although my desire to work individually, I felt confident. Additionally, I always attempt to come up with new ideas. According to Belbin's worldview, I then consider I fit into the Plant role.

Even though I kept silent during the project, I made an honest attempt to be involved as much as possible so that my thoughts and opinions might be heard, which they were. However, they sometimes avoid disagreements and find it difficult to take on strong leadership roles. I had wonderful ideas and opportunities to share my thoughts with my teammates, but it wasn't until I was able to communicate (Cooks-Campbell, Allaya. (2022)) them that I truly received praise. Since some of my team members struggle with the English language, they had trouble understanding me, but I was able to slowly help them understand me and our group project's ideas. (Global Citizens. (2021))

Before working in the team, I took the Thomas-Kilmann Conflict Mode Instrument, which assesses how people handle conflict. My results showed that I am a withdrawal type of person, meaning I tend to avoid conflict rather than face it directly.

I try my best not to fail my team by arguing with anyone's point of view because I like to avoid it and get silent easily. There was an amount of time when my teammates stayed silent on a problem that someone brought up in our group, which caused me to start thinking a lot but without saying anything. I tried to remain respectable and speak, but I was unable to do so on time due to a conflict that started before I could do so.

Since there was a large range of ages in my group, one of my main problems when I met new people was that I always got nervous. Every time I tried to speak, it wasn't always the same thing that came out of my mouth instead of what I was trying to say. I came to the realisation that, although I am confident in the work I perform, I lack the courage to voice my opinions.

Yet, as time passed, I became close to with others I was working with, which made me feel at ease enough to voice my own thoughts about anything that was impacting me during our group project and to speak up whenever I felt like it. There were times when my group and I disagreed, but as I became more comfortable, I acted and fought for

myself, which let my teammates see that I could voice my own thoughts and set my own goal.

Before this group project, I always saw conflict as a very negative thing. However, I now realise that it's very important and that every group needs it to get the best outcome and that its key to great teamwork, I learnt that avoiding conflict will only make matters worse where instead I could be discussing with my team what could make it work the best for all of us.

Conclusion and Future Improvements

I recognise both my areas of strength and improvement when I reflect on my experience working in a team. I added to the positive vibe on the team and was helpful and cooperative. However, I also need to work on defending my opinions, improving my conflict management skills, and finding a balance between the value of open discussion and my basic drive for staying clear of conflict.

My next group project will be better because I need to work on improving my confidence and communication skills with others. I need to start voicing my thoughts and opinions to the group with confidence and try not to handle conflicts in an invisible manner. I must accept all the mistakes I will make in the upcoming group assignment and be prepared to deal with any issues that may come up. To improve group understanding, I also need to try to identify the efforts and feelings of my teammates.

By making these changes, I aim to improve as a team player by working on my emotions, ability to communicate, and confidence. This project helped me realise that working as a team involves more than just doing tasks; it also involves knowing one another, learning how to work as a team, and growing personally.

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