Teamwork Skills

Teamwork Lesson

Teamwork is an important part of university study and usually you will have to work in a team on projects, presentations and/or seminars. These skills are fully transferable to future careers so it is important to learn strategies to develop a productive team atmosphere.

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Teacher’s Notes: Team Work

Time: 1:30 – 2:00 hours
Level: *** = [B1/B2/C1]

Aim: to develop the students’ ability to understand the key problems of working in groups and develop collaboration techniques.

1. Lead in
   • Handout Teamwork skills[#1] sheet. Ask students to work in pairs or small groups and discuss questions: 1. Experience. 2. Issues. 3. Solutions. Put ideas on the board.
   • Possible Issues: dominating, quiet, lazy, disorganised, unreliable, late students. Disagreements / fall outs / off-topic / missing deadlines /discrimination.

2. Reading
   • Give out reading sheet Creating a Good Team[#2]. Ask students to read down through key skills of creating a team and note any points that were not discussed in the lead in. Feedback as a class.

3. Activity Marshmallow challenge

   Note: Teacher should watch the TED Talk video before doing the activity – this will help you understand and organise the activity. https://www.ted.com/talks/tom_wujec_build_a_tower/transcript

   Materials: 2 packs of spaghetti, a roll of tape, a ball of string, a pack of marshmallows (1 per group), scissors (4 pairs), a ruler.

   • Follow the instructions Teamwork Activity: The Marshmallow Challenge[#3].
   • Emphasise that the marshmallow must go on the top.
   • Stop after and see which team has the highest structure. It must be standing holding the marshmallow to qualify. Measure the heights and record on the board.

4. Listening [Build a tower, build a team[#4]]

   Two choices:

<table>
<thead>
<tr>
<th>Choice 1: Listening &amp; note-taking (no PPT)</th>
<th>Choice 2: Listening &amp; note-taking (with PPT)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Pre-teach / check vocabulary.</td>
<td>1. Pre-teach / check vocabulary.</td>
</tr>
<tr>
<td>2. Listen once – take notes.</td>
<td>2. Give out PPT.</td>
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<tr>
<td>3. Answer question sheet (5 mins).</td>
<td>3. Listen once – take notes on PPT.</td>
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<tr>
<td>4. Listen again – answer the questions as they listen.</td>
<td>4. Listen again – add to notes.</td>
</tr>
<tr>
<td>7. Critical thinking discussion.</td>
<td>7. Listen again to check answers.</td>
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</tbody>
</table>

Team work is an important part of university study and students usually have to work in a team on a project, presentation or seminar. These skills are fully transferable to future careers so it is important that you learn strategies to develop a productive atmosphere.

1. Experience
   i. Have you ever worked in a team? Where? When? Who with?

   ____________________________________________________________________________
   ____________________________________________________________________________
   ____________________________________________________________________________

   ii. What was the experience like?

       ____________________________________________________________________________
       ____________________________________________________________________________
       ____________________________________________________________________________

2. Issues
   i. What kind of issues / problems might students have? Work with a partner / in a small group and write possible problems.

3. Solutions
   i. How can you tackle issues? Discuss with a partner / small group.
Creating a Good Team #2

1. Be positive and open to the group experience.
See group work as an opportunity to develop important skills and experience for future employment and your CV.

2. Take time to get to know your team
Introductions are important. Discuss together what are your strengths? What are your fears? A team that takes time to build trust with each other first will bond and work better.

3. Create a productive group environment.
Find a good place to work where you will not be interrupted or distracted. Organise how often, when and where you will meet. This helps the team stay focused and work better together.

4. Set your team’s ground rules.
Everyone should be understood, respected and able to voice their thoughts. Before you begin set some basic ground rules. Write down the rules and respect them.

5. Decide on your team/meeting roles.
It is usually helpful to have a plan for your meetings. Common roles include: minutes taker, time-keeper and meeting chair/facilitator. Roles can be set for each meeting.

6. Check your understanding of the team.
It is vital that you check that everybody has a clear understanding of the group before you start. Check everyone understands what needs to be done.

7. Decide on your group practices.
As a group, make decisions on what needs to be done and start working. Share out work fairly and equally. This may need to be addressed on a weekly basis.

8. Establish your group goals.
Every group needs to have a clear idea of the goals of the group. In addition, aims of each week / meeting must be recorded and established.

9. Get everyone’s contact details.
You should decide how the group is going to communicate (e.g. email) and share out contact details. Also, use a live group space such as OneDrive or Google Docs.

10. Agree your next meeting date/time.
Finally, it is surprising how many groups forget this last, vital step. It might be useful to agree a time that is convenient for everyone so you can remember new times and dates every week.
Teamwork Activity: The Marshmallow Challenge

Aim: to improve the skills of collaboration, negotiation and shared experience through working together as a team.

Team: 4 people
Time: 

Objective: to build the tallest freestanding structure that holds a marshmallow on the top.

Materials (per group of 4):
- of spaghetti
- cm of sticky tape
- cm of string
- One marshmallow
- One pair of scissors
- One ruler
Build a tower, build a team #4
[listening comprehension questions]

Author: Tom Wujec
Date: 2010
Time: (6:45)
Location: TED TALKS
Level: ***** [B1/B2/C1]

Link: https://www.ted.com/talks/tom_wujec_build_a_tower/details
Check these words before listening:

Key vocabulary

1. A marshmallow
2. A design challenge.
3. A free-standing structure
4. 
5. Measurement: a yard / an inch
6. String
7. To collaborate
8. A 
9. CTOs of the Fortune 50 (Google this)
10. To power
11. To admire something
12. To buckle and collapse (a structure)
13. To
14. Crisis
15. Kindergarten
16. 
17. A prototype
18. Facilitation
19. A process
20. High 
21. Incentives
22. Assumptions
23. A shared 
24. To tweak and adjust something
25. A fundamental lesson


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Build a tower, build a team**4**
TED TALK: Tom Wujec [2010. 6:45]

[Image: The Challenge - Eighteen Minutes, Teams of Four, Tallest Freestanding Structure]

Link: https://www.ted.com/talks/tom_wujec_build_a_tower/transcript

**Explain what you understand**

1. Who is Marshmallow challenge?

2. What’s the purpose of this challenge?

3. Who are cited to be the best participants? Why?

<table>
<thead>
<tr>
<th>Who?</th>
<th>Why?</th>
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<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Best</td>
<td></td>
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</tbody>
</table>

4. Measurements & statistics (the height in inches):

<table>
<thead>
<tr>
<th>Height</th>
<th>Structure</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>
5. Why are engineers & architects builders?

6. Does an help? why?

7. Overall, success is...

8. The success rate of is...

9. What the $10,000-dollar prize?

10. What happens when you ?

11. How does the Marshmallow challenge help in ?

Critical thinking? What do you think about this lecture? What is the important point you have taken from this lecture? Do you agree that the Marshmallow challenge really improves teamwork? What could be the criticism of this type of activity? Do you agree that adding higher stakes prevents success? What else do you think?

For more information, go to the blog:

www.marshmallowchallenge.com
1. Who created the Marshmallow challenge?
   Peter Skillman.

2. What’s the point behind this challenge?
   Difficulty factor, Forces quick collaboration, deep lessons on the nature of collaboration.

ALL the ANSWERS include in paid version...