

“Team Action Plan” Activity Examples:

Statement	Team Plan
<p>“I Resent”</p> <p>Thoughtless approach to beginning the project.</p>	<p>Action(s) to be taken by team:</p> <p>We will brainstorm fully and develop a plan before beginning the deliverables.</p>
<p>“I Resent”</p> <p>Pretending like problems do not exist to make progress in other areas.</p>	<p>Action(s) to be taken by team:</p> <p>Designate a period of time during the meeting to address problems and assign members to develop a solution.</p>

Improved Team Plans after Guiding Questions (Who?, What?, How?, When?):

Statement	Team Plan
<p>“I Resent”</p> <p>Thoughtless approach to beginning the project.</p>	<p>Action(s) to be taken by team:</p> <p>Our group will meet to brainstorm and decide on an idea. We will then meet to consider all components of achieving this goal and map them in full detail (time it will take to complete, materials needed, person assigned to completing, preparation to complete this item). All members will be given a chance to add to and review this list before we produce deliverables.</p>
<p>“I Resent”</p> <p>Pretending like problems do not exist to make progress in other areas.</p>	<p>Action(s) to be taken by team:</p> <p>We will designate the first 10 minutes of our weekly team meeting to discuss problems we have faced in our work the past week. Once everybody has had a chance to share, we will prioritize these problems and assign members to solve them. If a problem has been brought up for more than 2 weeks in a row, we will all work to resolve it before the next team meeting.</p>