

## BCEM 393 Team Contract Winter 2017

Team name: \_\_\_\_\_

### Team Members:

1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

4) \_\_\_\_\_

5) \_\_\_\_\_

6) \_\_\_\_\_

7) \_\_\_\_\_

### Learning goals of the team

The shared learning goals of the team are:

### Team strengths

In the space below, write down one strength or skill each teammate brings to the team. Use your personal reflection worksheets to come up with the list.

### Team procedures

Preferred method of **communication** (e.g., e-mail, cell phone, face-to-face, etc.):

Decision-making policy (by consensus? by majority vote?):

How and when will you give constructive feedback to one another:

Preferred strategies for dealing with disagreements and managing conflict:

**Team participation**

Strategies for encouraging ideas and participation from all team members:

Strategies for keeping on task:

Strategies for ensuring that the team is meeting its learning goals:

Strategies to actively support the learning and development of all team members:

Preferences for leadership (informal, formal, individual, shared):

**Team norms and expectations**

In this course, members of each team are expected to agree to the following norms:

- Arrive on time, and come prepared to participate in all team activities
- Be supportive and respectful of the efforts, initiatives and learning of others
- Provide opportunity for equal participation

As a team, the norms we set to ensure a positive learning experience for all teammates are:

Consequences for failing to follow team procedures, norms and expectations

Describe as a group how you will handle infractions to any of the obligations of this team contract.

Describe what your team will do if the infractions continue.

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- a) *All team members participated in formulating the standards, roles, and procedures as stated in this contract.*
- b) *We understand that we are obligated to abide by these terms and conditions.*

- 1) \_\_\_\_\_ date \_\_\_\_\_
- 2) \_\_\_\_\_ date \_\_\_\_\_
- 3) \_\_\_\_\_ date \_\_\_\_\_
- 4) \_\_\_\_\_ date \_\_\_\_\_
- 5) \_\_\_\_\_ date \_\_\_\_\_
- 6) \_\_\_\_\_ date \_\_\_\_\_
- 7) \_\_\_\_\_ date \_\_\_\_\_