

Introduction to Teamwork and My Groupwork Buddy Teamwork Competency Ratings

Overview

- Introduction to Teamwork
- Introduction to My Groupwork Buddy (MGB) System
- Team-based Lesson Activities
- Teamwork Ratings and Micro-profile

Team Collaboration



- Offers synergies and ideas that individuals alone could never achieve
- In collaborative problem-solving, team members discuss and come out with a solution
- Several solutions could result depending on how team members brainstorm, discuss and negotiate
 - Ultimately, a team solution is required i.e., one report per team.

Successful Teamwork at Apple



The World's Largest
Tech Companies
2016: Apple Bests
Samsung, Microsoft
And Alphabet

- Technology company, Apple, is more than just its founder, Steve Jobs

*“Apple is an incredibly **collaborative company**... We’re great at figuring out how to divide things into these **great teams** that we have and **all work on the same thing, touch bases frequently and bring it all together into a product.**” Steve Jobs*



Sources

- Millian (2011). Why Apple is more than just Steve Jobs. *CNN*. Retrieved on January 26, 2017 from <http://edition.cnn.com/2011/TECH/innovation/08/24/steve.jobs.team/>
- Sharf, S. (2016). The world's largest tech companies 2016: Apple bests Samsung, Microsoft and Alphabet. *Forbes*. Retrieved on January 27, 2017 from <http://www.forbes.com/sites/samanthasharf/2016/05/26/the-worlds-largest-tech-companies-2016-apple-bests-samsung-microsoft-and-alphabet/#4842e7b389ee>

Teamwork Conquers Everest

- On 20 May 2009, the Singapore Women's Everest Team was the first group of Singaporean women to reach the summit of Mount Everest
- The six women team's conquest was enabled by
 - Setting shared goals
 - Ensuring clear roles
 - Making courageous decisions
 - Building relationships



*“There were a lot of times when we disagreed... but we will always **go back to the goal**, which is that we want to get up the mountain safely and come down... makes decision making a lot easier.” Yi Hui*

Sources:

- Carlock, R. (2016). Teamwork - the Everest way. Retrieved February 01, 2017, from <http://www.todayonline.com/commentary/teamwork-everest-way>
- Singapore Women Everest Team on top of the World. (2009). Retrieved February 13, 2017, from <http://sgforums.com/forums/3317/topics/355336>

Teamwork Competency

Four dimensions of teamwork are focused on:

1. Coordination
2. Mutual Performance Monitoring
3. Constructive Conflict
4. Team Emotional Support



Teamwork Competency Dimensions (1/2)



1. Coordination

- Organize team activities to complete the tasks on time such as ensuring that
 - updated information is passed to all team members
 - each member has subtasks to work on

2. Mutual Performance Monitoring

- Check on what team members are doing
- Think of ways to improve the quality of the team product and process



Teamwork Competency Dimensions (2/2)

3. Constructive Conflict

- Share opinions
- Discuss the reasons for the different opinions with team members (e.g., pros and cons of the opinion)



4. Team Emotional Support

- Appreciate each team member
- Encourage team members especially in busy and stressful situations



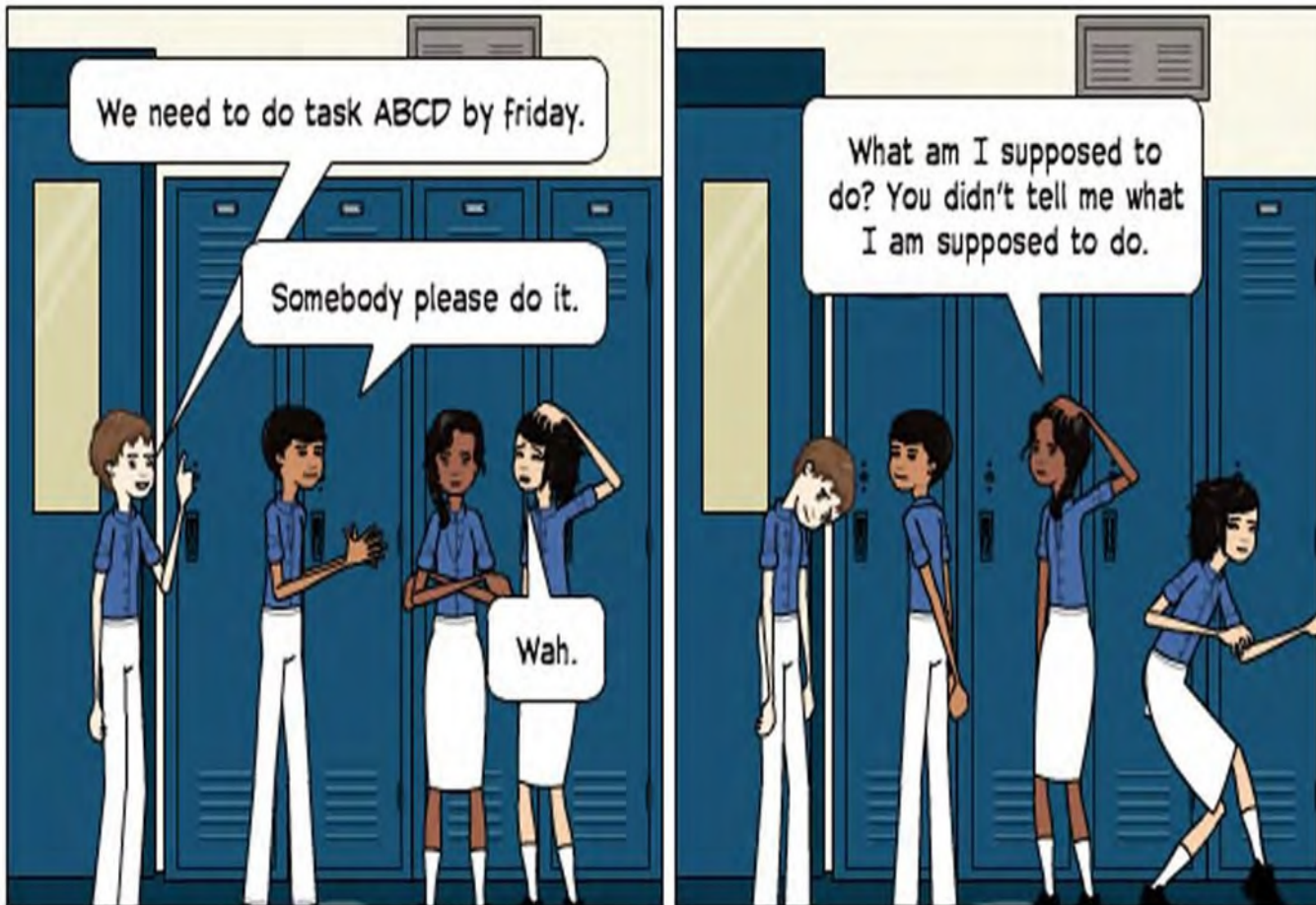
Guess the Teamwork Competency Dimension

- a. Guess the teamwork competency dimension shown in each picture
- b. Is it a **positive** or a **negative** example of that teamwork dimension?
 - e.g. positive team emotional support



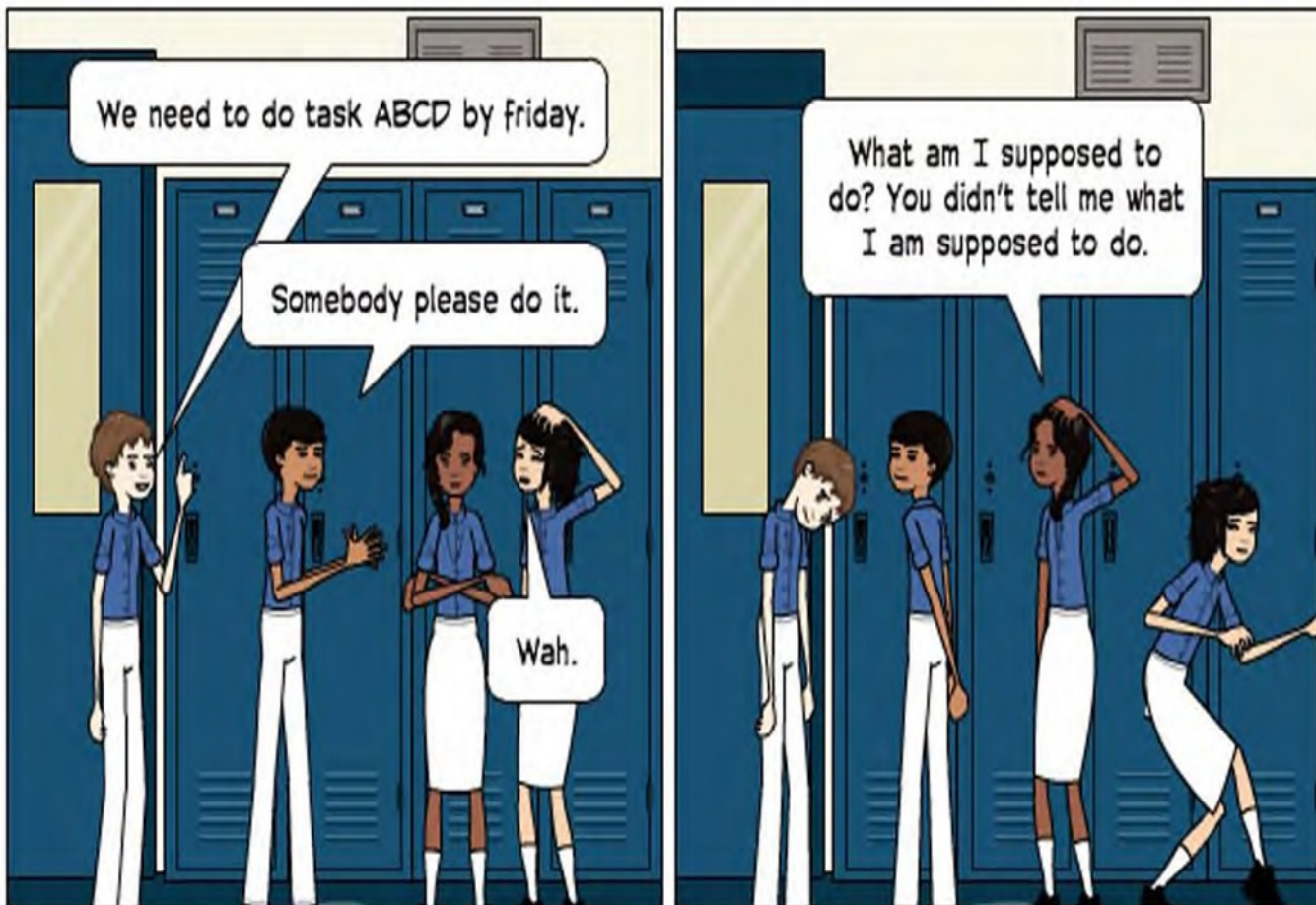
What teamwork dimension
does this picture show?
Is it a **positive** or **negative**
example?

- ☐ Coordination
- ☐ Mutual Performance Monitoring
- ☐ Constructive Conflict
- ☐ Team Emotional Support



What teamwork dimension does this picture show?
Is it a positive or **negative** example?

- ☒ Coordination
- ☐ Mutual Performance Monitoring
- ☐ Constructive Conflict
- ☐ Team Emotional Support



Organize team activities to complete the tasks on time

Ensuring that updated information is passed to all team members

What teamwork dimension does this picture show?
Is it a **positive** or **negative** example?



- ☐ Coordination
- ☐ Mutual Performance Monitoring
- ☐ Constructive Conflict
- ☐ Team Emotional Support

What teamwork dimension does this picture show?
Is it a **positive** or negative example?



- ☐ Coordination
- ☐ Mutual Performance Monitoring
- ☒ Constructive Conflict
- ☐ Team Emotional Support

Share your opinions and discuss the reasons for the different opinions with team members

What teamwork dimension does this picture show?
Is it a **positive** or **negative** example?



- ☐ Coordination
- ☐ Mutual Performance Monitoring
- ☐ Constructive Conflict
- ☐ Team Emotional Support

What teamwork dimension does this picture show?
Is it a positive or **negative** example?



- ☐ Coordination
- ☐ Mutual Performance Monitoring
- ☐ Constructive Conflict
- ☒ Team Emotional Support

Appreciate each team member and encourage them, especially in busy and stressful situations

What teamwork dimension
does this picture show?
Is it a **positive** or **negative**
example?

- ☐ Coordination
- ☐ Mutual Performance Monitoring
- ☐ Constructive Conflict
- ☐ Team Emotional Support



What teamwork dimension does this picture show?
Is it a positive or **negative** example?

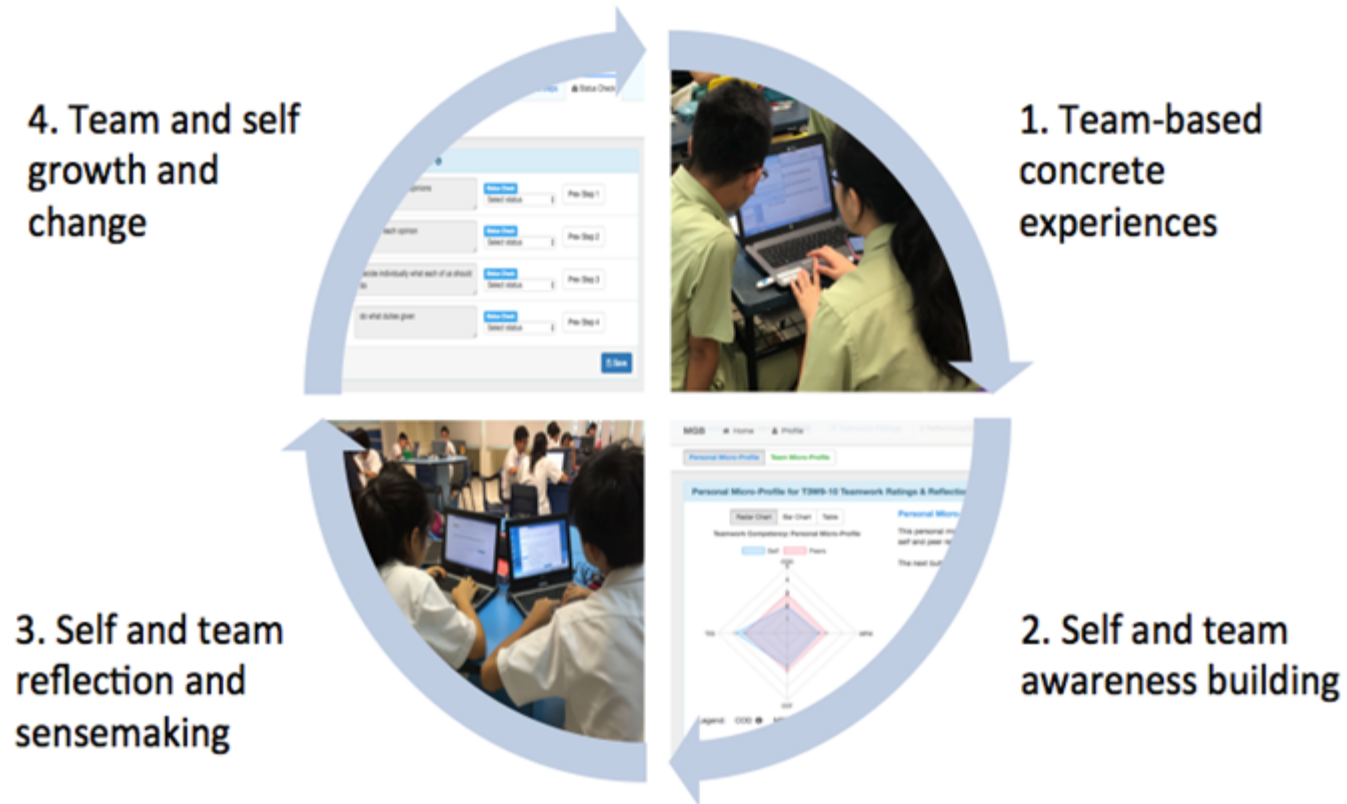
- ☐ Coordination
- ☒ Mutual Performance Monitoring
- ☐ Constructive Conflict
- ☐ Team Emotional Support



Check on
what team
members are
doing

Think of ways
to improve
the quality of
the team
product and
process

Team and Self Diagnostic Learning (TSDL) Framework



Lessons will be guided by this framework

My Groupwork Buddy





- System developed by National Institute of Education researchers and partner schools
- Aims
 - platform for team collaboration with several in-built collaboration mechanisms and monitoring functions
 - provides visual analytics of teamwork competency


My Groupwork Buddy (MGB) System

MyGroupworkBuddy



 username

 password

 Login

mygroupworkbuddy.sg

Features:


- Lesson content pages
- Online synchronous team chat
- Self and peer rating of teamwork competencies
- Self/Peer reflection & step setting


Login Instructions


mygroupworkbuddy.sg

MyGroupworkBuddy



 username

 password

 Login

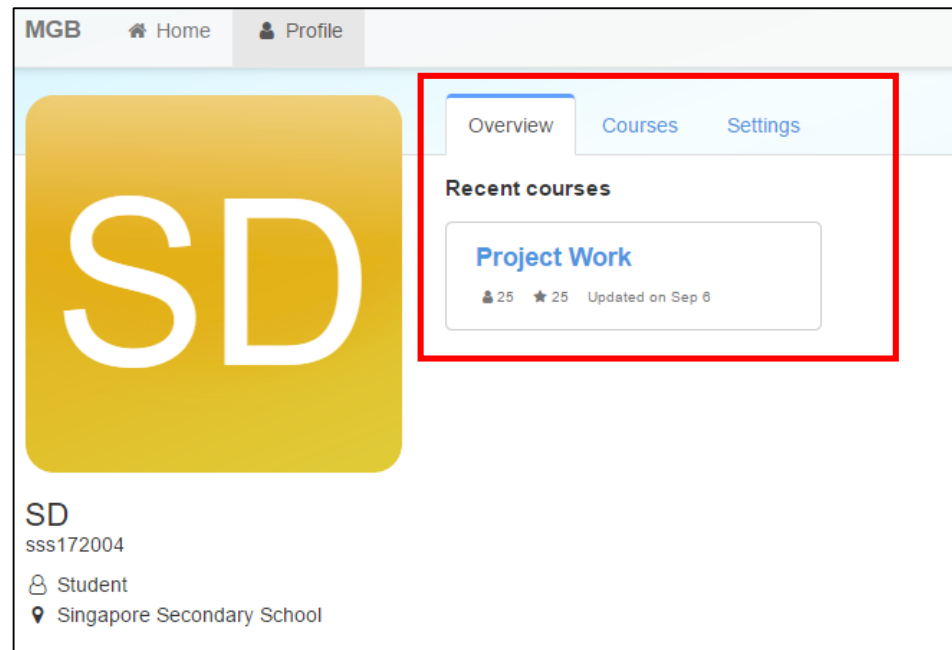
- **Username:** Please use the username given to you (next slide)
- **Password:** <to be filled in>

Use Google Chrome to login to mygroupworkbuddy.sg

[illegible]

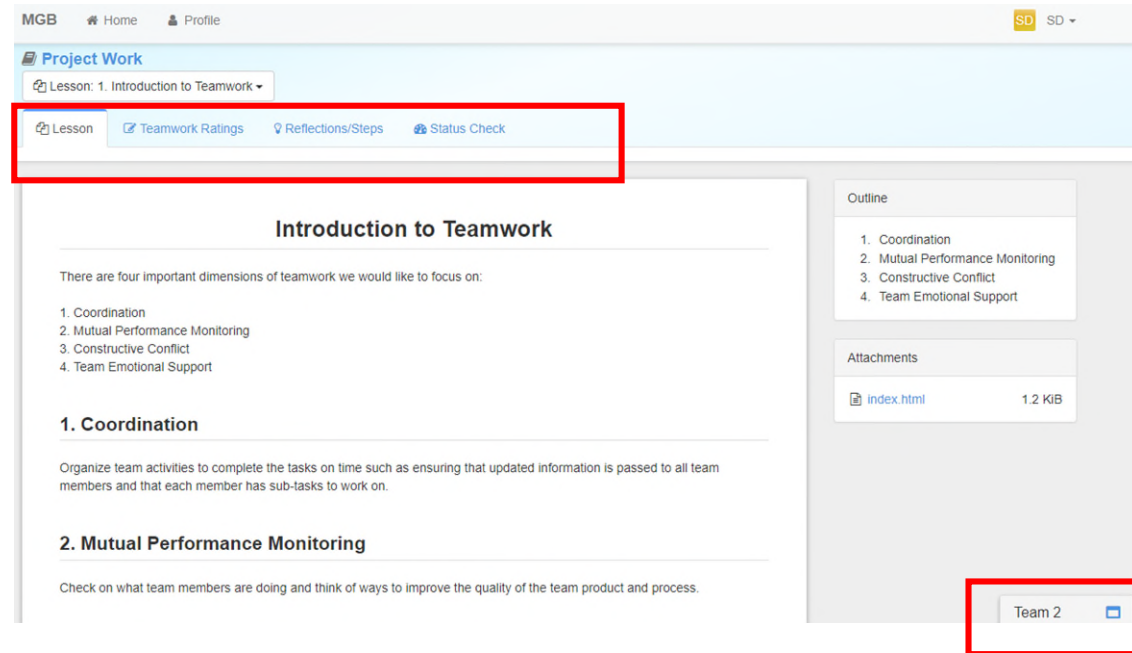
Viewing the Course Page

- When you log in, you will see the screen below
- On your Profile page, make sure you are viewing the Overview tab
- Select the course name under the Overview tab to view the course page



Course Page

- Course page allows you to access the following:
 - *Lesson* - to view lesson materials (Default tab opened)
 - *Teamwork Ratings* - Teamwork Ratings activity
 - *Reflections/ Steps* - Reflections activity
 - *Status Check* - overview of the progress of your steps for selected teamwork competency
 - *Chat* (bottom right) - chat with your team members



Lesson Page

- The Course page opens the lesson tab by default. The latest lesson will be displayed by default.
- View existing lessons by selecting them from the **dropdown box**

The screenshot displays a web interface for a lesson page. At the top, there is a navigation bar with 'MGB', 'Home', and 'Profile' links, and a user profile icon labeled 'SD'. Below this, a 'Project Work' section contains a dropdown menu labeled 'Lesson: 1. Introduction to Teamwork' which is highlighted with a red box. Below the dropdown, there are four tabs: 'Lesson', 'Teamwork Ratings', 'Reflections/Steps', and 'Status Check'. The main content area is titled 'Introduction to Teamwork' and contains a paragraph: 'There are four important dimensions of teamwork we would like to focus on:'. Below this, there is a list of four dimensions: 1. Coordination, 2. Mutual Performance Monitoring, 3. Constructive Conflict, and 4. Team Emotional Support. The first dimension, '1. Coordination', is expanded to show a description: 'Organize team activities to complete the tasks on time such as ensuring that updated information is passed to all team members and that each member has sub-tasks to work on.' The second dimension, '2. Mutual Performance Monitoring', is also expanded to show a description: 'Check on what team members are doing and think of ways to improve the quality of the team product and process.' On the right side, there is a sidebar with an 'Outline' section listing the four dimensions, an 'Attachments' section with a file named 'index.html' (1.2 KIB), and a 'Team 2' section with a blue icon.

MGB Home Profile SD SD

Project Work

Lesson: 1. Introduction to Teamwork

Lesson Teamwork Ratings Reflections/Steps Status Check

Introduction to Teamwork

There are four important dimensions of teamwork we would like to focus on:

1. Coordination
2. Mutual Performance Monitoring
3. Constructive Conflict
4. Team Emotional Support

1. Coordination

Organize team activities to complete the tasks on time such as ensuring that updated information is passed to all team members and that each member has sub-tasks to work on.

2. Mutual Performance Monitoring

Check on what team members are doing and think of ways to improve the quality of the team product and process.

Outline

1. Coordination
2. Mutual Performance Monitoring
3. Constructive Conflict
4. Team Emotional Support

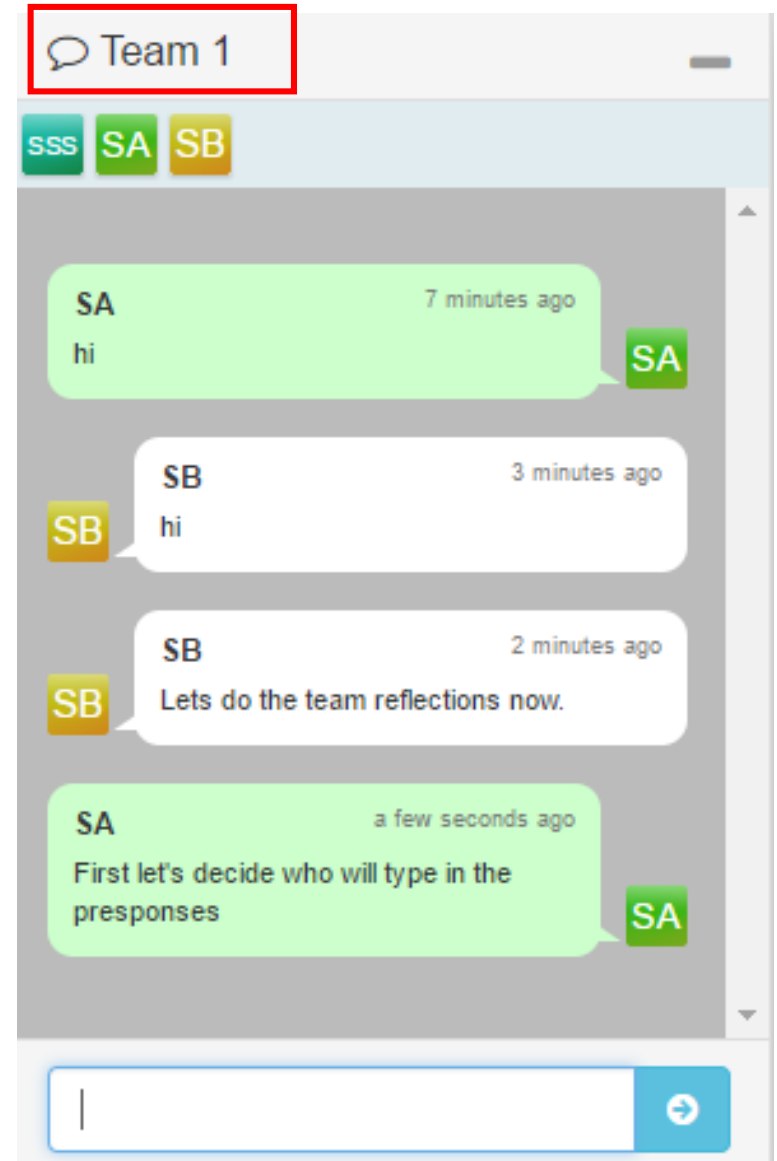
Attachments

index.html 1.2 KIB

Team 2

Online Team Chat

- You have a team chat on MGB
 - All members in the same team will be able to chat with each other
- Please recognize team members using your initials



Chat Guidelines

- Please communicate in English
- Avoid vulgar language
- No spamming
- If you have any questions, please raise your hands to contact the teacher



Team-based Lesson Activities:

Let's work in





TEAMWORK RATINGS

Teamwork Ratings & Micro-profile Visualizations

- A self and peer teamwork rating is part of MGB
- Likert scale from 1 to 5 where 5 indicates “strongly agree”
- Ratings are visualized in a visual analytic termed a micro-profile
- Two types of micro-profile
 - Personal
 - Team

Teamwork Ratings

- *Note.* The Teamwork Ratings is for selected lessons only. Make sure you are at the correct lesson.
- Click on the “Start Teamwork Ratings Button” at the end of page to start teamwork ratings.

Project Work

Lesson: 1. Introduction to Teamwork ▾

Lesson Teamwork Ratings Reflections/Steps Status Check

Introduction to Teamwork

There are four important dimensions of teamwork we would like to focus on:

1. Coordination
2. Mutual Performance Monitoring
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1. Coordination

Organize team activities to complete the tasks on time such as ensuring that updated information is passed to all team members and that each member has sub-tasks to work on.

2. Mutual Performance Monitoring

Check on what team members are doing and think of ways to improve the quality of the team product and process.

Outline

1. Coordination
2. Mutual Performance Monitoring
3. Constructive Conflict
4. Team Emotional Support

Attachments

index.html 1.2 KiB

Team 2

Start Teamwork Ratings

Teamwork Ratings

- Rate yourself and your team members based on your **recent collaborative experience**
- Click on “Next” to start rating.

Dashboard Learning Journal Lesson **Teamwork Ratings** Reflections/Steps Settings

Self and Peer Ratings

1 2 3 4 5 6 7 8 9 10 11 12

Self and Peer Rating

Based on your recent collaborative experience, rate yourself and your team members.

Next

Self Rating

Rate yourself from a scale of 1-5 based on the questions in this segment

Self and Peer Ratings

1

2

3

4

5

6

7

8

9

10

11

Instructions:

Please rate yourself based on your experience in Team 1 and the collaborative task you performed earlier.
Please respond to the statements as accurately as possible. Do not discuss your responses with anyone.
The following 5-point rating scale is used:

Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1	2	3	4	5

TS

2 ▾ I thought of ways to improve how we worked together.

2 ▾ I made sure that we stopped what we were doing to reflect on the team's performance.

2 ▾ I identified areas for improvement in my team members' performance.

Peer Rating

Rate your team members from a scale of 1-5 based on the questions in this segment

Self and Peer Ratings

1

2

3

4

5

6

7

8

9

10

11

12

Instructions:

This question is about your team members. Please rate each team member based on your experience in this team and the collaborative task you performed earlier. These ratings will be averaged in your team. Your team member will NOT KNOW the actual score you gave them.

Please respond to the statements as accurately as possible. Do not discuss your responses with anyone.

Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
1	2	3	4	5

BB

T

SR

5

1

1

Handled differences of opinions by addressing them directly.

3

4

5

Responded to a team member's comments on his/her ideas.

4

4

3

Asked a team member questions to check on the team member's ideas.

5

3

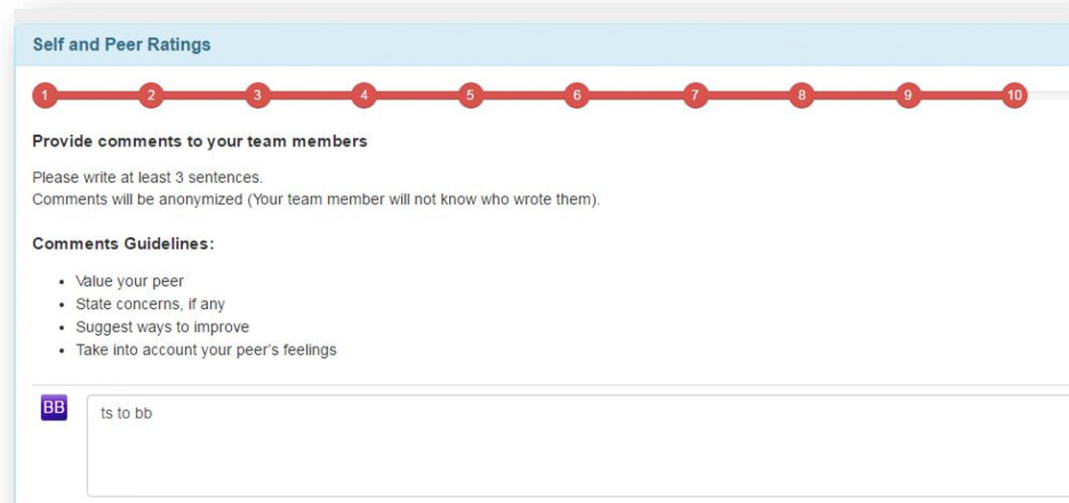
5

Evaluated the effectiveness of the suggested solutions.

Team

Peer Comments

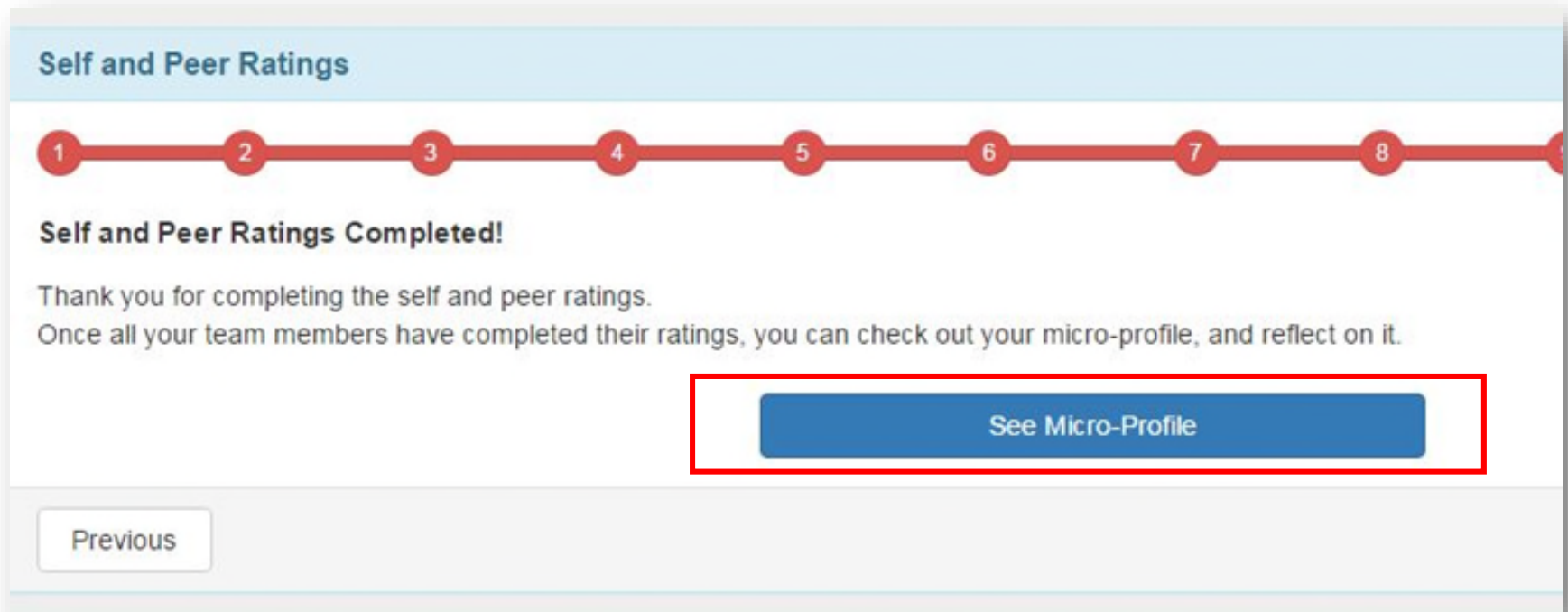
- Provide **comments** to your team members
 - Please write 2-3 sentences
 - Comments will be anonymized (Your team member will not know who wrote them)
- **Guidelines:**
 - Value your peers
 - State concerns, if any
 - Suggest ways to improve
 - Take into account your peer's feelings



The screenshot shows a web interface titled "Self and Peer Ratings". At the top, there is a progress bar with 10 numbered steps. Below the progress bar, the text "Provide comments to your team members" is displayed, followed by instructions: "Please write at least 3 sentences. Comments will be anonymized (Your team member will not know who wrote them)." Below this, the "Comments Guidelines:" section lists four bullet points: "Value your peer", "State concerns, if any", "Suggest ways to improve", and "Take into account your peer's feelings". At the bottom, there is a text input field with a "BB" icon on the left and the placeholder text "ts to bb".

Completion of Ratings

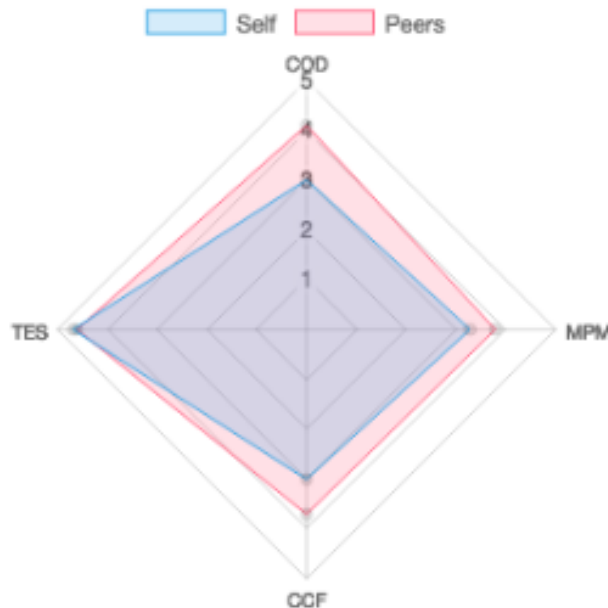
- Once all team members have completed their ratings, you will see the screen below
- Click on “See Micro-Profile”



Teamwork Micro-profile

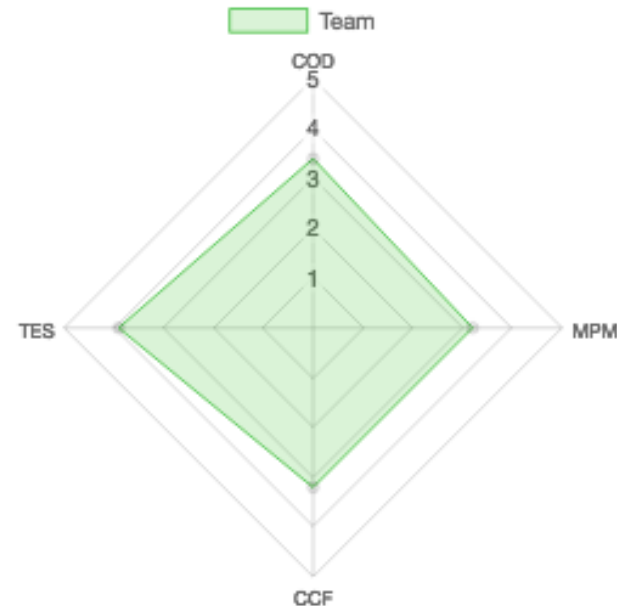
- You will see a **personal** and a **team** micro-profile of your teamwork competency
- Think about them. In the next lesson, we will discuss what these micro-profiles mean

Teamwork Competency: Personal Micro-Profile



Personal Teamwork
Competency Micro-profile

Teamwork Competency: Team Micro-Profile



Team Teamwork
Competency Micro-profile