

# Assessment criteria for Experts in Teamwork (EiT) Process report

Grade	Prerequisites		Group Process	
	Situations	Theory	Reflections about key team episodes	Actions Taken to improve project cooperation
A Outstanding	Situations and reflections are presented in a way that highlights how individual team members have affected the progress of the project.	Particularly good application of relevant theory	Highlights the development of cooperation within the team and reflects in a considered and insightful way about: <ul style="list-style-type: none"> <li>• The way individual team members perceive their own and others' situational behavior and behavioral patterns</li> <li>• The appropriateness of various acts</li> <li>• Improvements in project cooperation</li> </ul>	The team emphasizes: <ul style="list-style-type: none"> <li>• Important initiatives taken to help the team work out a difficult situation</li> <li>• How behavioral patterns changed as a result of reflection about a particular situation</li> </ul>
B Very Good		Some relevant concepts and theories are integrated into the text	Reflections highlight very well: <ul style="list-style-type: none"> <li>• The distribution of tasks and behavior within the team</li> <li>• How the team shared information, took decisions, gave each other feedback and handled difficult or uncomfortable issues.</li> </ul>	Some mention of <ul style="list-style-type: none"> <li>• Initiatives taken</li> <li>• Changed behavioral patterns</li> </ul>
C Uniformly Good		Mentions theory without using it.	Team reflections on the behavior and behavioral patterns of individual team members in specific situations, how they provided feedback to each other and how this influenced project cooperation.	The team describes actions taken to improve project cooperation
D Acceptable				
E Satisfies minimum requirements	Situations are presented in a general way. Little attention given to specific group members.		The students describe the team's work and recount the team experience in a chronological fashion. Some techniques were used and these and some common experiences are presented. Lack of reflection on the appropriateness of their own actions.	
F Fail	Inadequate summary of team episodes.	Inadequate use of theory and concepts.	Purely chronological account of team meetings. Absence of reflection and self-awareness. Frequently characterized by such statements as "We had no conflicts and therefore had nothing to write about . . . "	

# Process Assignments

- **Definition:** The use of process assignments/exercises is to increase the consciousness on the cooperation as a starting point for reflection and learning.
- **WHY?**
- **At first, get acquainted**
- **Then, help with the process part by**
  - Create challenging situations
  - Get the group dynamic going
  - Create reflections → Log!
  - Thoroughly explore the ups and downs of team work

# Facilitating

- **Definition:** The LAs and the supervisor observe the cooperation in the teams, and gives the teams constructive feedback on how they are operating. That means for example to share information on what they have observed or ask the teams questions about the cooperation in the team. The interventions are to give the teams information which can help them to reflect upon their cooperation.
- **WHY?**
- **A tool to enhance your team work**
- **Create reflections → Log!**
- **NB!**
  - **We're NOT experts at this...**

# “Scary story” - exercise

- **20 min:** Get together two and two, tell each other a scary/special/incredible story from your own life. 10 min each.
- **30 min:** Tell the other person’s story for the rest of the group. 5 min each.
- **10 min:** The whole group discuss and then agree on which story was the “best/scariest/most incredible”
- **LUNCH!**

# The Competence Triangle

- A3-sheet → draw a big triangle with the terms **Personal Competence, Skills** and **Knowledge** written at the sides.
- **10 min:** Write down a total of **9** qualities (3 for each theme, use one Post-it-note per quality) you believe you have, and that you think will be important for your group and for your team work.
- **20 min:** Each and one of you put your notes at their respective places **outside** the Triangle. Give a short explanation for each quality.
- **15 min:** Now each and one of you choose **one** of your own qualities per theme and then put it **inside** the Triangle.
- **10 min:** Are everybody now satisfied with the Triangle? **Discuss!**

# Personal Log

- **The purpose of writing personal log is to learn as much as possible from your own experiences.**

To write about situations is a way to connect experiences and reflection. This helps you become better acquainted with your behaviour and the cooperation in the team. Select situations that has been important to you, and write openly and honestly to yourself.

- **Questions that may help you to explore your experiences:**
  - What happened?
  - What did you feel?
  - What did you think?
  - What did you do?
  - What happened to the teamwork in consequence of your actions?
  - What do you wish you had done differently?

# Introduction group wise

- **3 (4) min each to introduce yourself for the group, talk about**
  - **Background**
  - **Shool/education**
  - **Interests**
  - **Expectations**