

It's All about *Synergy!*

Team Cooperation

Businesses are learning more and more that combining the various strengths of different people into teams helps greatly to increase productivity and product quality. Each member of any project team is as important as any other and each has specific roles and tasks to accomplish to contribute to the overall project goals. In this age of constantly changing technology, it's especially important to realize that no one person is going to know everything about everything; therefore, team cooperation is essential to ensure the success of any given project. *Each team member becomes a specialist* in his or her field and assists the other members. Each member, in this manner, contributes his or her essential part to the creation of the whole.

Team Roles

Whenever we have projects in this class, I will assign teams who will then determine distribution of the following roles. On top of sharing the duties of creating the final product, each member will assume one of the team roles to help the entire process run smoothly. *Each member will wear a tag that designates his or her specific role for the project at hand.*

Project Manager

The Project Manager is responsible for making sure that all roles are filled and that all members are remaining on task to complete the project by its target date. He/she is ultimately responsible for coordinating all of the individual parts into the whole product and works towards helping team members keep an eye on the big picture as they develop their parts. The project manager deals with conflicts that arise and helps the team to find win/win solutions.

Resource Coordinator

The Resource Coordinator is responsible to assess the material needs of the team and to collect and deposit all supplies/folders before and after each team meeting. The Resource Coordinator is the only team member who should approach the teacher with supply needs or passes to the media center, if necessary. These passes must be requested in advance, so the RC needs to help plan the team's time effectively. At the beginning of each team work period, the RC will retrieve the team folder and return it at the end. The RC is also responsible for setting up and coordinating any shared digital resources through WCPSS Google Drive accounts.

Productivity Manager

The Support Service team member assists the Project Manager in coordinating the entire project and helping to keep team members on task and on time. He/she is to help determine when other team members need assistance and help troubleshoot any problems throughout the project development process. The Support person also needs to help keep the Project Manager aware of project status to meet target dates for completion and to assist in finding win-win solutions to any conflicts that arise.

Design Team

The Design Team will consist of one or two team members who are responsible for the overall project/presentation design. They need to work closely with other team members to present design ideas, determine group consensus, and then design the final product look. The Design Team creates the medium for communicating the team's ideas and presenting its finished product to the public.