

Presentation Notes

Presentation Groups and Team notes

Lesson 2.2

Notes from Presentation:

By definitions

- Group
 - A collection of people
- Team
 - People working together toward a common goal.

Effective Groups

- Have a purpose
- Organized and use time efficiently
- Communicate clearly and directly with each other
- Allow everyone to share their opinion
- Assign responsibilities and complete these assignments

Effective Groups

- Do not pre-judge each other
- Value differences
- Sense when things are not going well and make efforts to self-correct
- Focus on content and group process; not just content

Sample roles in group

- ❖ Meetings
 - Chairperson
 - Secretary
 - Officers
 - Committees
 - Members
- ❖ Group Presentations
 - Research background
 - Research benefits
 - Research drawbacks
 - Shared presentation responsibilities

Setting Team expectations

- Define the task at hand
- Clarify task and determine desired outcomes
- Recognize strengths and weaknesses of each member

Sample Group Expectations

- Use of time
- Preparation
- Participation

- Decision-making process
- Communication
- Respect
- Handling disagreements
- Perceptions

Handling Conflict in a Group

- Normal for conflict to occur in groups
- Determine the cause
- Confront the issue
 - Express concerns openly to all group members
- Find common ground or way to resolve

AFNR Reflection Page

List five key points that are important to remember from this presentation.

1. How to handle a conflict
2. Group Expectations
3. Different between group and team
4. Roles in Groups
5. Effective Groups

List three ideas or concepts that this new information has in common with previous things learned.

1. How to handle a conflict
2. Group Expectations
3. Definition of Group and Team

List questions or ideas that remain unclear about the information presented that should be asked for clarity at the appropriate time.

N.A