Team Debrief Guide

Team Timeline Discussion

Use this time in your teams to compare the Team Timelines that everyone completed. Refer to the completed timelines as you discuss each of the following questions with your team.

Collaboration Peaks
- What were everyone's "high" points in terms of collaboration?
- When do we all agree that we collaborated best? Why did those moments happen? What did we do well?
- Were there moments in the project where some of us thought we were collaborating well, and others thought it was not going well? Dig into those moments. What happened?

Collaboration Valleys
- What were everyone's "low" points in terms of collaboration?
- Identify the moments where we all agree that we struggled to collaborate. Why did these moments happen? What did we not do well?
- Take a moment to go around, and have each person on your team share one thing they learned about working on a team that they will incorporate into future team projects.

TIMELINE

Using two separate lines, draw a visual timeline of your team's collaboration and your personal energy/mood within the context of the team. Be sure to explain inflection points.

Team Feedback

Take 5 minutes to create 2 post-its for each person on your team – 1 post-it with what you like or appreciate about their contribution, and 1 post-it with what you wish they might do in the future.

Go around, and have each person give his or her feedback to each other person on the team. Make sure to read the post-it out loud, and hand it to the recipient. By the end, every person on your team will have a collection of feedback post-its to consider going forward.

I liked your enthusiasm in completing all of the assignments. +

I wish that you would speak up more often when trying to make team decisions. Δ