COOPERATIVE TEAM SKILLS

IMPORTANCE OF TEAM SKILLS

- Why do we teach team skills? (Doesn’t everyone already know how to work in teams?)
- Why do we practice team skills? (Doesn’t everyone already do this?)
- Think of times you have been on a great team or a not-so-desirable team. What made the team great or undesirable?

DAY 1: TASK /MAINTENANCE QUESTIONNAIRE

COOPERATIVE GROUP SKILLS

- Positive interdependence
- Face-to-face promotive interaction
- Professional skills
- Individual accountability
- Group processing

DAY 2: TASK (JIGSAW)

A. Break into groups of three. Assign a number 1-3.
B. Group individuals assigned the same number. Tasks:
   - learn the assigned material
   - plan how to teach the material to the other members of your group
C. Come back to your group prepared to:
   - teach material to the other members of your group
   - learn the material being taught by the other members
C. Return to original triad.

DAY 3: STRATEGY FOR PRESENTATION

- What makes a lesson or presentation effective?
STRATEGY FOR PRESENTATION: VAM

- Visual
- Active
- Memorable

- **Time Limit:** 25 minutes to prepare
- **Note:** You will have 5 minutes to teach.

PRESENTATION TO ORIGINAL GROUP

- **Time Limit:** 15 minutes

PROCESSING

- Share with your group one thing that you learned from the person on your left.

REVIEW

- With your group, identify an example of each of the five elements of cooperative teams in the activities that you have done today.

SHARE WITH LARGE GROUP

- **TIME:** 15 minutes
CODE OF CONDUCT

- **Purpose**: Promote more productive and constructive team work.

AN AFFECTIVE CODE OF COOPERATION  
(Smith 2004)

- Help each other be right, not wrong.
- Look for ways to make new ideas work, not for reasons they won’t.
- If in doubt, check it out. Don’t make assumptions.
- Help each other win and take pride in each other’s victories.
- Speak positively about each other and your organization at every opportunity.
- Maintain a positive mental attitude.
- Act with initiative and courage as if it all depends on you.
- Do everything with enthusiasm.
- Don’t lose faith.
- Have fun!