

SETUP DIRECTIONS

6. **Planning for the Awards Banquet** If an elaborate awards ceremony to celebrate the strides made in TEAMWORK fits your class and schedule, be sure to plan ahead! Secure a location for the banquet, prepare and distribute invitations to family, school and community members, arrange refreshments (donated or purchased with class funds), contact and confirm a keynote speaker and be sure the awards are ready. Communicate clearly both the purpose and objectives of the TEAMWORK unit when making arrangements with the keynote speaker. The speaker will thus address and reinforce the goals and objectives of TEAMWORK.

Award Suggestions

- **Effective Cooperation** —Awards for students who figured out the process of dividing resources equally
 - **Effective Communication** —Awards for cooperative work during the Quad City Stadium Project
 - **Conflict Resolution Skills** —Awards for achievement towards resolving the Intergalactic Rocketball Strike
 - **Achievement of Established Goals** —Awards for student success during the Around the World Series Quiz Game
 - **MVTP (Most Valuable Team Player)** – Awards for students who exhibited exceptional attitudes in all aspects of the teambuilding process
 - **TEAMWORK Touchdowns** — You may wish to award and acknowledge any students who accumulate a predetermined yardage (or number of touchdowns) throughout the unit as recorded in their Touchdown Tournament Scoreboard.
7. **Application** Encourage students to apply the cooperation, communication and conflict resolution skills taught through the TEAMWORK interactive team building unit to any group activity. While some of these attitudes and behaviors occur naturally in some students, most students need ongoing review of what they have learned. Eventually, your consistent reinforcement of these teambuilding skills will aid students in adopting and using these concepts by habit. You may adapt the reflection and assessment tools such as the **Touchdown Tournament Scoreboard** and **Commitment Pennant** for use during future group work assignments.

UNIT TIME CHART

Day One

Introduction

Behavior Styles Assessment
Touchdown Tournament Scoreboard
Touchdown Tournament Comments

Teams: 4-6 students

Day Two

Working Together

Building Successful Teams
Touchdown Tournament Scoreboard
Touchdown Tournament Comments

Teams: 4-6 students

Day Three

Effective Communication

Effective Communication Skills
Quad City Stadium Project
Communication Log
Touchdown Tournament Scoreboard
Touchdown Tournament Comments

Teams: Four balanced teams

Day Four

Conflict Mediation

Conflict Resolution Skills
Intergalactic Rocketball Strike
Touchdown Tournament Scoreboard
Touchdown Tournament Comments

*Five teams: Coaches, Managers, Star
Players, Spectators, Mediators*

Day Five

One Step at a Time

Goal Achievement Plan
Around the World Series Quiz Game
Touchdown Tournament Scoreboard
Touchdown Tournament Comments

Teams: 4-6 students

Day Six

Play Ball!

Goal Achievement Plan
Around the World Series Quiz Game
Touchdown Tournament Scoreboard
Touchdown Tournament Comments

BASE ANSWER SLIPS

Teams: 4-6 students

Day Seven

Banquet Celebration

AWARDS MEDALS
INVITATION



Effective communication skills enable teams to succeed. The first goal of effective communication is to listen and understand your teammates. Practice these characteristics of effective communication as you work with your team members:

- Speak slowly and clearly, and maintain a positive, enthusiastic tone of voice. *Our listeners often interpret **what** we say based on **how** we say it.*
- Body language reflects an open attitude, with unclenched hands and uncrossed arms and legs.
- Communicators face each other and make eye contact. Pleasant facial expressions convey a positive, relaxed attitude.
- Listeners ask questions to increase their understanding of what we say. Repeat back to the speaker in your own words what you think he or she said or asked. *Repeating the question ensures that you answer the question accurately, and avoids possible misunderstandings.*
- Encourage further communication by asking open-ended questions that do not have “yes” or “no” answers. *If only one person does all the talking, no one else can share their valuable ideas.*
- Respect the right of others to speak without interruption.
- Accept, without criticism, opinions that differ from your own.
- Work with others to include many ideas in a final team decision.
- Express disagreement when necessary by first affirming the value of what has been said. *For instance, a positive form of disagreement is, “I do not exactly share your point of view, but that is an interesting idea. Maybe we can come up with something we can all agree on.”*

