

## Team Preparation Worksheet

(To be completed prior to work in a project team)

1. What is the purpose or goal of the team?
2. What team contributions are expected of me?
3. What is the time commitment?
4. What growth or development is expected of me?
5. How will I make sure that development occurs?
6. How will I handle team conflict?
7. What role will I play in the decision making process?
8. How will I be involved in ensuring team communication?