

Mr gangsta



**ASSIGN  
BUSTER**

D1 Evaluate the team's overall effectiveness in meeting its objectives, making recommendations for improvements. In this assignment I will be talking about the overall effectiveness of my team which consists of me, Aman, Boris and Ansaar in meeting its objectives. I will be talking about what went well when constructing this team for a specific purpose and what didn't go well. I will also be referring to Belbin's, John Adair's and Tuckman's Theories.

The second part of this assignment I will be giving recommendations for improvement of how team work in the future may be improved. In the P5 assignment I was given a task to produce a presentation which demonstrates team working as part of a team towards achieving specific goals. In the presentation the following points were included; the benefits of team working, theories of team working and theories of leadership. Each team member in the team was given a specific role to complete which led to the task ultimately being completed.

I was given the role to find information through research about Tuckman's four stages of team development, Aman was allocated to a role where he had to produce slides for Belbin's theory, Boris was given the role to produce slides about John Adair and finally Ansaar had the role to provide a few slides about the benefits of team working. This team was a temporary team as it was only formed to complete a task. Throughout the task each team member was motivated to contribute to the success of the task. Throughout the task the leadership was excellent as Boris the leader of this task allocated roles as soon as he became leader.

Firstly we were supposed to choose the leader, Boris got the most votes for being the leader thus he had the responsibility to allocate us our roles immediately. Before producing our slides we were supposed to produce plans so that every person in the team knew what he was doing. The three steps were to; allocate roles in the team, start slides and the leader (Boris) has to analyse the work, and finally fix the slides and check for any spelling mistakes included in those slides. After this process was over we were able to finalize the slides. During the task all 4 members of the team were able to interact with the audience very well.

While presenting the presentation each team member in the team had good eye contact with the audience which suggested that we knew what we were talking about and were confident in what we were saying. We practiced this presentation several times which reflected in our manner we presented our presentation. No individual in the group read off smart board as we had memorized the sentences thus we could use gestures while presenting the presentation. Hand movements was a essential requirement while presenting the presentation as when describing something you must use your hands for the point to be delivered to the audience.

This makes the audience intrigued in what you are saying as they would want you to continue speaking. Furthermore, each member in the team was allocated with a very specific role which had to be completed before a deadline. Our team leader Boris who was a democratic leader as he encouraged each team member in the team to say what they wanted to so that those points can be brought up in the presentation. Boris gave us a

specific date to complete the slides by so that any final areas can be checked for before presenting the presentation to the whole class.

All 4 members in the team provided good communication skills as we were loud and clear at all occasions as the audience was able to hear what we were pointing out. Our group performed similar to the Tuckman's 4 stages of Team development. This gave us a guideline and a way we could perform in the team. The four stages of Tuckman's team development which are; forming, storming, norming and performing were carried out by our team as we created successful business plans which led to the success of the task. Correction of spelling mistakes and grammar were made as no errors were to be found when we were conducting our presentation.

Furthermore Boris had those 3 leadership skills which John Adair had during his time, those 3 leadership skills were; the achievement of goal or task, the group of people performing the task, each individual member involved in the task. Boris followed these 3 leadership skills which led to the performance of our team being very good. These 3 leadership skills rubbed off on all of the other members of the team as Boris led by example. When we were forming our teams which is the first stage of team development of Tuckman's theory we had a slight problem.

Both Ansaar and Warfa had equal rights to the team as they both participated equally. Neither one would oblige to go in another group as they had given equal contribution to the performance of the team. This is something which did not go well as no one was willing to move to some other team. Finally the problem was resolved as Warfa volunteered to make his own group consisting of himself, Aman and Boris. This situation lasted for a

prolonged period of time as neither of these individuals wanted to move into a different team.

There were several other problems during the P5 task for instance during the presentation my hands were in my pockets which limited my use of gestures during the presentation. Furthermore during the presentation I realised that we communicated well with each other however the slides we presented had too little information. Our overall performance was good however if there was more information on each slide then the overall performance would have improved even more. Moreover Ansaar mostly read of the slides and didn't show much eye contact with the audience.

He was a confident and loud speaker thus everyone was able to hear him however he kept reading of the smart board therefore the team's overall performance decreased slightly. Hands in pockets are a key sign of disrespect and shows that you cannot be bothered to present the presentation. On a few occasions I was caught with my hands in my pockets and I was unaware of that. I presented my part of slides well and presented myself well to the audience however the lack of movement of hands slightly decreased the credibility of my performance. There are several recommendations for improvement which can be applied on our team.

The first being the point that I mentioned above; hands in my pockets. When I present some other type of business presentation next time I wish to use my hands more for gestures and ways which I can present my point to the class more efficiently. This will improve the credibility of my speech and will make the class more intrigued to listen to what I have to say. Furthermore I would like my team to conduct a presentation more efficiently next time. I

want to conduct a presentation where every team member has memorized all the words on the slides so that individual doesn't have to read of the slides.