Collaboration & Teamwork Community of Practice
Designing Teamwork / Group Work in Your Course
31 January 2020

Context: What course(s) do you have in mind in terms of improving or adding group work components? Choose one course and answer the following questions:
How many students do you expect to have?
What year(s) are the students?
What discipline(s)?
How much and what kinds of diversity do you anticipate amongst the students in the course?
Purpose / Goals
1. **What is the purpose of the group project or activity? Why are you using group work in your course?**
2. **Do you have learning objectives related to collaboration/teamwork in your course? If so, what are they?**

Nature of Group Work

3. **What is the nature of the group activity or project? That is, what will you expect students to *do* (is it primarily discussion or are they designing or building something together)?**

4. **How long is the project or group activity? (e.g. 20 min, 1 week, 4 weeks, one term)?**

5. **What deliverables will you ask students to complete? Will they be group or individual deliverables?**

6. **Does it matter if students take a divide-and-conquer approach or do you want them to be more collaborative/integrative?**

Group Formation

7. **What size do you want the groups to be?**

8. **Who will form the groups? (e.g. instructor, self-selected)**

9. **What criteria will be used to form the groups (or will it be random)?**

10. **Will students create a team charter or group contract?**

Group Management

11. **How much time, if any, will students have to work in class?**

12. **How will you handle conflict in groups?**

13. **Will you allow students to "fire" a group member?**

Assessment & Peer Feedback

14. **Will you assess the group process in addition to the product? If so, how?**

15. **Will all students in a group be given the same mark or will you do differential grading?**

16. **Will you ask students to evaluate each other? If so, how?**