

Role Competencies

<p>Manager</p> <p>Name _____ Date: _____</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; padding: 5px;">Utilizes a systematic method to ensure every team member expresses substantive communication directed toward achieving the team's goal.</td> <td style="width: 70%;"></td> </tr> <tr> <td style="padding: 5px;">Maintains an efficient pacing through the activity.</td> <td></td> </tr> <tr> <td style="padding: 5px;">Asks purposeful questions of team members to ensure true comprehension has occurred.</td> <td></td> </tr> </table>	Utilizes a systematic method to ensure every team member expresses substantive communication directed toward achieving the team's goal.		Maintains an efficient pacing through the activity.		Asks purposeful questions of team members to ensure true comprehension has occurred.		<p>Spokesperson</p> <p>Name _____ Date: _____</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; padding: 5px;">Utilizes an active listening method to clarify the team's question before seeking outside assistance.</td> <td style="width: 70%;"></td> </tr> <tr> <td style="padding: 5px;">Seeks appropriate and timely assistance from the teacher or other teams' spokespeople when the team needs help.</td> <td></td> </tr> <tr> <td style="padding: 5px;">Speaks clearly (enunciation and volume), confidently, and properly located (minimize having back face anyone) when addressing the entire class.</td> <td></td> </tr> </table>	Utilizes an active listening method to clarify the team's question before seeking outside assistance.		Seeks appropriate and timely assistance from the teacher or other teams' spokespeople when the team needs help.		Speaks clearly (enunciation and volume), confidently, and properly located (minimize having back face anyone) when addressing the entire class.	
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<p>Quality Control</p> <p>Name _____ Date: _____</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; padding: 5px;">Employs a systematic method to ensure every answer written by team members is correct or comparable quality (reasons why questions).</td> <td style="width: 70%;"></td> </tr> <tr> <td style="padding: 5px;">Respectfully provides feedback to team members when a discrepancy is discovered in written responses.</td> <td></td> </tr> </table>	Employs a systematic method to ensure every answer written by team members is correct or comparable quality (reasons why questions).		Respectfully provides feedback to team members when a discrepancy is discovered in written responses.		<p>Process Analyst</p> <p>Name _____ Date: _____</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; padding: 5px;">Provides respectful and substantive feedback to team members related to their Role and Personal Effectiveness Competencies.</td> <td style="width: 70%;"></td> </tr> <tr> <td style="padding: 5px;">Observes team practices and attitudes and suggest ways the team could be more efficient and encouraging to one another.</td> <td></td> </tr> </table>	Provides respectful and substantive feedback to team members related to their Role and Personal Effectiveness Competencies.		Observes team practices and attitudes and suggest ways the team could be more efficient and encouraging to one another.					
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Areas of Improvement

Manager:

Spokesperson:

Quality Control:

Process Analyst: