# UOPlogo1-2LEARNING TEAM CHARTER – TEAM “x”

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| Course Title | ORG/535 People and Organizations |
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## Team Members/Contact Information

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| --- | --- | --- | --- | --- | --- | --- |
| Name |  | Phone |  | Time zone and Availability During the Week |  | Email |
|  |  | xxx-xxx-xxxx |  | (e.g., AZ “Mtn Time”, Mon-Sat 9-11pm) |  |  |
| Amy Johnson |  | 616-706-8620 |  | EST daily 11-4; 830-10pm |  | Johnson\_amyj@hotmail.com |
| Vaseem Ahmed | 520-390-6712 |  |  | Time zone Tucson AZ GMT-7, Daily M-Fri 6-12pmSat-Sunday Any Time |  | Vas201@gmail.com |
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## Team Ground Rules and GuidelinesWhat are the general expectations for all members of the team?

1. Each member to participate equally

## Expectations for Time Management and Involvement

(Participation, communication with the team, accessibility, etc.)

1. Adhere to deadlines set by team leader for tasks related to the assignment. Provide replies to questions/messages as soon as possible to avoid delays in the project.

**Ensuring Fair and Even Contribution and Collaboration**

What strategy will you use to ensure that all team members are contributing and collaborating appropriately? Describe the communication strategy you will use if a team member is not contributing and collaborating effectively. How will the team manage conflicts between team members?

1. Team leader should check in with team as needed once agreed upon topics and deadlines have been settled.

## Special Considerations

What do you, as a team, agree will make this team experience different from past team experiences?

1. I have enjoyed all my teams, wouldn’t change anything.