**Activity 19: Group Reviews**

**Purpose of this assignment:** This assignment enables you to reflect on your contribution to the project and behavior. It is also meant to enhance your group work and ensure that you work well together as a research team.

**How does it fit within the entire project?** This short group review gives me an opportunity to review the situation in your group, mitigate any problem, mediate conflicts, and help you achieve the best possible dynamic. Remember that a professional is often called upon to work with a diverse set of colleagues, including some difficult personalities. This is the nature of the workplace and research. Always remember to be respectful and treat others with dignity.

**Tasks required:** Complete the handout below.

**Deliverable:** A completed version of this handout uploaded on [LMS] by [due date].

**Estimated time:** Around 20 minutes

**Group work or individual work?** Individual work

**Notes to instructor:**

* This group review framework can be used in association with different milestones of the CURE process. It can be truncated to enable group reviews at earlier stages of the CURE. This enables the instructor to catch and mitigate problems early on and regularly.
* Consider combining this activity with an informal review of the CURE by the student (and yourself) to engage your own work in the critique process.
* The tasks in the table can be customized to reflect the scope of the work covered by the CURE activities.

**Step-by-step:**

* + - 1. Estimate the relative contribution as a percentage (e.g., half the work is 50%) of the work accomplished by yourself as well as your teammate so far. Start by putting the initials of each team member (including yourself) in the first row.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Task** |  |  |  |  |
| Developing questions, hypotheses, predictions |  |  |  |  |
| Reading the literature |  |  |  |  |
| Developing the methods (data collection protocol and analyses) |  |  |  |  |
| Implementing the analyses |  |  |  |  |
| Writing the material and methods section of the paper |  |  |  |  |
| Developing the table and figure captions |  |  |  |  |
| Writing the results section |  |  |  |  |
| Interpreting the data |  |  |  |  |
| Writing the discussion section |  |  |  |  |
| Writing the introduction section |  |  |  |  |
| Writing the abstract |  |  |  |  |
| Writing the reference section |  |  |  |  |
| Other: |  |  |  |  |

* + - 1. Please tell me how often you have met since the last group review outside of the class meetings to work on this project? What was the total number of hours?
      2. How often would you say you communicate about the project outside of class (through emails, texts, calls, discussion board …)?
      3. How many hours did YOU spend on this project since the last group review?
      4. Please comment briefly on yourself with regards to the following criteria:
         1. Did you come to class sessions or group meetings prepared?
         2. How did you prepare?
         3. What could you have done differently to be better prepared?
         4. Did you complete all of the work you had committed to do?
         5. Were you respectful of all of your teammates?
         6. What have you done since the last group review to improve your interaction with other members of your team? Did you meet your own goals expressed in the last review (if applicable)?
         7. Did you give everyone the opportunity to speak, present arguments, and participate equally in the term project?
      5. Please comment briefly on each of your term project partners with regards to the following criteria:
         1. Did your classmates come to class sessions or group meetings prepared?
         2. Did they do the work they had committed to do on their own?
         3. Was your teammate respectful?
         4. Did they give you the opportunity to speak, present arguments, and participate equally in the term project?
      6. Do you have any violation of the group contract to report?
      7. Has your group discussed amending the group contract? If so, provide details.
      8. Do you have any other comment or concern you would like to share with me?