

Team Insights Challenge: Station 1 Instructions

Goal

Produce a survey with 18 items—3 items for each of the 6 factors.

Background

Your client, Arden Corporation, has asked you to conduct a survey to better understand team issues. They have agreed to send the survey to all employees, but first you, the consulting team, must create the survey. Eighteen survey items were identified, and those items need to be categorized under the appropriate Team Effectiveness Factor.

Instructions

1. **All consulting team members:** Read these instructions and refer to the survey item bank on [page 2](#).
2. **Scribe:** Download [this document](#) and [save it](#) to your device. For best results, open it in Adobe® Acrobat® Reader. (You might want to share your screen with your team.)
3. **As a team:**
 - **Discuss** each of the 18 survey items and decide which Team Effectiveness Factor each item aligns with.
 - **Categorize** each item under one of the six factors. You may refer to your [Job Aid](#).
 - As you categorize each item, **your team scribe** should type the **item number** under the appropriate Team Effectiveness Factor in the form at the bottom of [page 2](#).
4. Each Team Effectiveness Factor will have **three** survey items.
5. You'll submit your responses and see your score when you return to the large group.

Station 1 Survey Item Bank

1. My team likes to experiment and try new ways to solve problems.
2. My team members share relevant information openly and clearly.
3. My team effectively shares progress, gathers feedback, and approves work.
4. There is a high level of trust, comfort, and understanding on my team.
5. When working together, my team is capable of effectively resolving conflict.
6. My team's goals are aligned with the organization's.
7. My team members are respectful and understanding.
8. On my team, individual goals, responsibilities, and expected contributions are clear.
9. On my team, there is a good match between individuals' qualifications, capabilities, and motivation for assigned roles.
10. I understand why my team exists and what it's trying to accomplish.
11. My team works on assignments that challenge us to learn and grow.
12. My team prioritizes collective contribution over individual competition.
13. My team intentionally invites everyone's input and incorporates it in collective activities, such as brainstorming.
14. I feel like my teammates guide and coach me.
15. My team has sufficient time, staff, funding, and other resources to efficiently complete its work.
16. Team members know their boundaries when making decisions and assigning work.
17. My team has clear processes on how to plan, track, document, and manage work.
18. I understand the business impact of my team's work.

Practical Needs

Shared Purpose	Role Clarity	Enabling Processes

Personal Needs

Emotional Security	Collaborative Spirit	Growth Orientation