

Team Number and Members _____

Chapter/Unit and Project Title: _____ Date _____

Team Roles Chart

Each team member will be assigned or volunteer for at least one of the following roles. Try to perform each role at least twice throughout this course.

| Role | Team Member(s) Filling This Role | Tasks for This Role |
|---|----------------------------------|---------------------|
| Team Member Provides technical knowledge, is respectful of others and their ideas, listens carefully to all opinions, and speaks up when expertise is required. | | |
| Facilitator/Leader Sets the meeting times and calls the meeting to order. Makes sure each member is fully heard and encourages participation of all members. Addresses and manages conflict if it occurs. | | |
| Data Gatherer(s) Uses technology and research skills to collect, analyze, and interpret data. | | |
| Clarifier/Listener Listens actively to gain a better understanding and to make sure that all points have been discussed and understood. Asks for clarification when confusion is present. | | |
| Process Coordinator Keeps the team focused as it works through the engineering design process. | | |
| Communicator/Lead Presenter Communicates the principles behind the solution to the problem to the general audience. Directs the creation of presentation materials. | | |

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