

Activity 2 Guidelines for Working Effectively as a Group

Objective

To develop guidelines for working effectively as a group

Time

30 min

Description

This activity is divided into two parts.

In **Part A**, you will brainstorm on behaviours that affect group dynamics.

In **Part B**, you will determine guidelines for working effectively as a group during this workshop.

5 min

Part A Brainstorming

The facilitator leads a brainstorming session to identify behaviours that either help or interfere with the effective functioning of a group.

As the participants provide ideas, the facilitator lists these in different columns on flip chart; i.e., behaviours that interfere with the effective functioning of the group are listed in RED in one column and those that help group process are listed in GREEN in the second column.

15 min

Part B Identifying Guidelines for Working Effectively as a Group

Based on the ideas presented in Part A, together with your facilitator, develop a number of guidelines for working effectively as a group. You may also want to refer to the Universal Declaration of Human Rights (UDHR) in *Reference Sheet 1: Summary of the Articles of the UDHR* and reflect on how it can inform the guidelines you determine for your group.

The facilitator writes the guidelines agreed to on flipchart and posts them in the room for the remainder of the workshop. It is important that all members of the group, including the facilitators, feel comfortable with the guidelines and commit to respecting them.

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the refereed proceedings of the 6th International Conference on Data Warehousing and Knowledge Discovery DaWaK 2004 held in Zaragoza Spain in September 2004 The 40 revised full papers presented were carefully reviewed and selected from over 100 submissions The papers are organized in topical sections on data warehouse design knowledge discovery framework and XML data mining data cubes and queries multidimensional schema and data aggregation inductive databases and temporal rules industrial applications data clustering data visualization and exploration data classification extraction and interpretation data semantics association rule mining event sequence mining and pattern mining Manual Training Magazine Charles Alpheus Bennett, William Thomas Bawden, 1920 *Screen Design Manual* Frank Thissen, 2003-09-11 The Screen Design Manual provides designers of interactive media with a practical working guide for preparing and presenting information that is suitable for both their target groups and the media they are using It highlights background information and relationships clarifying them with examples and encourages the further development of the language of digital media In addition to the basics of perception and learning psychology ergonomics communication theory imagery research and aesthetics the book also considers design navigation and orientation elements Guidelines and checklists along with the comprehensive design of the book support the transfer of information into practice Frank Thissen teaches multimedia didactics and information design at the University of Applied Sciences in Stuttgart For over 10 years he has been developing computer based training He has worked for international companies such as Siemens AG and SAP AG His research project explores the role of emotion in e learning www.frank-thissen.de Key Topics Interactive media Text for the screen Effective use of pictures Video animation and sound Screen layout Orientation and navigation Interaction Emotions and metamessages Intercultural communication *Franchise Opportunities Handbook*, 1991 This is a directory of companies that grant franchises with detailed information for each listed franchise **macOS Catalina: The Missing Manual** David Pogue, 2019-12-03 Apple gives macOS new features and improvements right on your desktop and under the hood with Catalina aka OS X 10.15 With this updated guide you'll learn how to use your iPad as a second screen work with iPad apps on your Mac and use Screen Time on your Mac This new edition of the 1 bestselling Mac book shows you how to use the revamped apps for Music Podcasts and TV Loaded with illustrations step by step instructions tips and tricks this book from David Pogue Missing Manual series creator New York Times columnist and Emmy winning tech correspondent for CNBC CBS and NPR covers everything Catalina has to offer with lots of humor and technical insight **USAF formal schools catalog** United States. Department of the Air Force, 1976 **Switching to the Mac** David Pogue, 2016 Those who have made the switch from a Windows PC to a Mac have made Switching to the Mac The Missing Manual a runaway bestseller The latest edition of this guide delivers what Apple doesn't everything you need to know to successfully and painlessly move your files and adapt to Mac's way of doing things Written with wit and objectivity by Missing Manual series creator and bestselling author David Pogue this book will have you up and running on your new Mac in no time *Air Force Chaplains: Air Force*

chaplains, 1971-1980, by John E. Groh United States. Air Force. Office of the Chief of Chaplains, Daniel B. Jorgensen, 1961

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