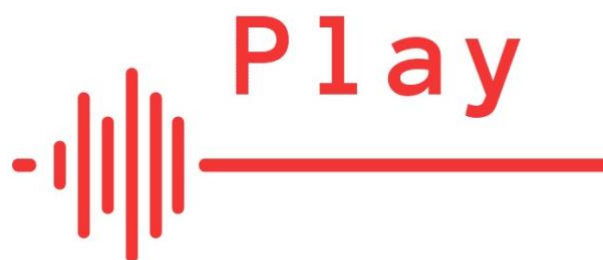


## PLAY: “Play, Learn, fight back Anxiety



## Scenario 5 educational material

### Tips for working on a group assignment

- Hope and optimism to motivate participants

Stay optimistic and positive about reaching your final goals. Be enthusiastic about the project and the positive outcome if everyone works together.

- Choose a project leader

Assign a project leader who wants to lead the group and who will be responsible for communicating with the others.

- Establish regular meetings

Be very clear about the expectation to attend meetings and the get the group working well together. Set up regular group meetings online or face to face

Identify the best way to update / communicate with everyone in the group (email text teams zoom face to face)

- Break down the steps in the assignment

Break the assignment into tasks to be completed and set dates for each section. Establish how deadlines will be set, how the group will be notified and how the leader will be monitored progress.

- Equal distribution of tasks

Try to evenly distribute the task to all members of group respecting individual strengths. If someone is not participating or holding the group back and discuss this as a team and if necessary, contact the lecturer who assigned the project.

- Timelines

Be sure to set the final completion date a few days prior to the due date of the assignment so that you have a window to check over the completed work.