ME349
Engineering Design Projects

Team Building

What does it take to be a good team member?

- Full contribution and participation in the team meetings and tasks of the team.
- Listening and being open to other team members' ideas and feelings
- Providing input such as ideas, interests, and feelings with other team members so that issues can be brought to the forefront and resolved
- Sharing information with other team members
- Providing help and support to other team members
- Being accountable for oneself and the team as a whole
- Cooperating with each other in the team
- Committed to helping the team to meet its requirements and goals
- Help to resolve interpersonal conflicts in the team
- Helping each other succeed

What are the characteristics of a quality design team member?

- A high standard of professional and ethical conduct.
- A high level of analytical skills and talents. A thorough understanding of the basic laws and principles that govern physical phenomena.
- A dedication to the project and problem at hand.
- The ability to deliver on time and get the job done.
- A willingness to assume responsibility for the design.
- An ability to think independently while at the same time possessing a willingness to work and cooperate with your team members in order to arrive at the best final solution.
- A recognition of the necessity to use sound engineering judgment to arrive at the best possible decisions.
- A willingness to proceed in the face of incomplete data and knowledge.
- A desire to continue to learn.
- A commitment to deliver on time and get the job done.
What is a team leader?

A team leader is not a supervisor but a member of the team who is willing to take on the coordination functions for the team. The team leader is more like a facilitator, taking each member’s input and ideas, helping team members to coordinate their tasks and schedules, and more importantly helping and supporting all team members.

Who can be a team leader?

- A team member who has interest and is willing to become a team leader.
- A team member who has desirable characteristics like communicates well, is understanding, and flexible.

What are the functions of a team leader?

- Helping the team decide how various leadership responsibilities will be divided among team members.
- Help in the coordination of their shifts, tasks, breaks, time-off, vacation etc.
- Facilitating coordination between the team members and between the team members and the supervisors.
- Administering and facilitating team meetings.
- Resolving interpersonal conflicts.
- Serving as the spokesman of the team.