

Professional Practice (CSI_4_PPR) Coursework 1 Teamwork Agreement Form

YOU CAN ONLY WORK WITH STUDENTS IN THE TUTORIAL GROUP YOU HAVE BEEN TIMETABLE FOR

Vital information: Before you complete and sign your team agreement form, read, and discuss the terms written below. If you wish, you can amend the terms of agreement to suit your team. All amendments must be agreed by your tutor before you sign the form.

Remember: For greater success, you are required to form a mixed and diverse team. According to Trello (2020)¹ The recipe for an amazing and unstoppable team is to have a diverse team. A diverse team is composed of people of varied backgrounds, viewpoints, and experiences (in terms of race, ethnicity, gender identity, age, professional experience, skills and so on).

Terms of Agreement: To advance the teamwork and communication of the <<add team name>> team, we have signed this teamwork agreement to establish how we will work together.

Each member of the team is responsible and accountable to uphold our teamwork agreement as we work together to improve our teamwork and communication as well as the outcome of the assessment.

Agreement we commit to as a team:

- Be respectful of our team members
- Direct communication, rather than side bar conversations
- A commitment to complete tasks for which we are responsible
- Kindness and compassion towards each other
- Trust in each other
- Not being afraid to say, "I don't know" and ask for help
- Avoid interrupting others when they are speaking
- Holding each other accountable when someone is not acting in accordance with this agreement

Where differences arise, our team is committed to resolving conflict by:

- Addressing differences in a timely, open, and honest manner,
- Speaking to the people directly involved in the conflict first, before approaching a third-party mediator, such as our tutor,
- Avoiding using blaming language. Use "I" language instead of "you" when talking about the issue.

Instructions:

1. Teams **MUST** be made up of 5 students. In exceptional cases, 6 will be allowed (as a maximum) and this would have to be approved by your tutor.
2. Seek tutor approval before you sign the Team Agreement Form.
3. Each member of the team is required to sign a Team Agreement Form.
4. Email your tutor a copy of your signed Team Agreement Form.
5. **The form must be handed in to your tutor by Tuesday 10/02/26.**

¹ Boogaard, Kat. "Why You Need Diversity on Your Team And 4 Ways to Build It." Teamwork, 12/11/2020, <https://blog.trello.com/build-diversity-on-your-team>.

Team name: Vision Builders Date: February/ 2026
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Student ID	First name	Surname	Student signature
s4434651	Edgar	Camara	Edgar Camara
s4327230	Alain	De Jesus	Alain De Jesus
s4428282	Shakshi	Patel	Shakshi Patel
s4503250	Mythely	Guneshakugan	M. Guneshakugan
s4401952	Mahshil	Abadi	Mahshil Abadi
s4401952	Alexandra	Marcu	Alexandra Marcu

Additional comments:



Tutor Signature: Francis

Date 10/02/26