**Team Name :** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Period \_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  | **Website Team Plan** |  |
| --- | --- | --- |

## Team Goal

What problem is your team planning to solve with the website? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Personal Skills and Goals

Write down what skills you can bring to your team, and what skills you would like to get better at during the project.

My skills are: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I want to get better at: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Listen

Take turns with your team sharing your skills and goals for the project, and write down what you hear.

| Name | Skills | Goals for Improvement |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

## Areas of Responsibility

It often helps for groups to split up areas of responsibility. For each of the following areas, decide which team member will be responsible for making the final decision about your website’s style.

| Colors | Fonts and Text | Image Styles | Nav Bar | Page Layout |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |

Put any other specials ways that you think group members can contribute in the table below

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |

## 

## 

## Bringing Different Ideas Together

Bringing together different ideas makes a project better, but it’s not always easy!

How will your team make sure everyone’s ideas are heard?

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If you can’t agree, how will you find a solution that respects everyone’s point of view?

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What can you do if you feel that your ideas are not being heard?

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What can you do if you feel that another team member’s ideas are not being heard?

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## Looking forward

Describe how you will know that your team has been successful.

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What will be the most challenging part of this project?

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What will be the most fun?

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