Sessions Guide 6-15 — Team Project Guide

Navigating the Course - *Where are we in the course?*

OVERVIEW: The team project is an experience designed to help students integrate and practice the key points taught throughout the course. Identifying and solving problems as a team is an enduring theme students will experience as they enter the world of careers. Providing students with an authentic experience to work as a team and solve problems is a way to introduce this enduring theme during a student's middle school, high school, and post-secondary educational experience. Use this guide to lead your classroom of students in completing a team project that emphasizes career exploration and career-readiness skills.

Unit Concepts & Essential Questions Addressed in This Session

How do I demonstrate career-readiness skills?

• Gaining experience conducting work in a team environment is important to any future career.

• I can communicate the experiences I gain through team projects with others to show that I am ready for a future career.

Session Vitals – *What must I know to facilitate this series of sessions?*

Sessions 6-15 Snapshot

1. Introduce and Select a Team Project .... 1 session
2. Set Goals for the Team Project .... 1 session
3. Create a Timeline and Action Plan .... 1 session
4. Complete the Team Project .... 4 sessions
5. Assess the Project Results, Reflect and Report! .... 3 sessions

Estimated Number of 50-Minute Sessions — **10 sessions**

Materials Used
- ✓ *Unit 4: Sessions 6–15 PowerPoint Slides*
- ✓ *Unit 3 Activity Sheets, Pages 6-12 (One Per Student)*

Core Instruction – *How do I facilitate the team project?*

Session-by-Session Plans

Session 6: Introduce and Select a Team Project

- ✓ *Introduce the team project to students.*
- ✓ *Review the Essential Questions and Key Concepts by showing PowerPoint Slides #2-3.*
- ✓ *Show students a list of team project ideas by showing PowerPoint Slide #4.*
- ✓ *Have the students brainstorm additional team projects. Students should discuss each project's potential value to the school or community.*
- ✓ *Students vote to select the team project they want to complete.*
- ✓ *Work with students to create a clear statement that describes the project.*
- ✓ *Have each student keep a journal throughout the project. They should use this to record their work and observations about the project. If desired, students can utilize the "Team Project Journal" as a record of their work.*
- ✓ *Provide students with a copy of the Team Project Rubric. Discuss how their work will be evaluated at the end of this project.*

Sessions 7: Set Goals for the Team Project

- ✓ *Moderate a team (classroom) discussion about the value of setting goals before starting any project.*
- ✓ *Have the students work in groups to brainstorm project goals. Use Activity Sheet 7-1 or use page 2 of the "Team Project Journal" to help students complete this task.*
- ✓ *Create a list of goals for the project on the board. Keep this list for future reference. If using the journal, have students write the common goals on page 3 of the "Team Project Journal."*

Sessions 8: Create a Timeline and Action Plan

- ✓ *Moderate a 15-20-minute team discussion about the importance of creating an action plan and timeline when completing a team project.*
- ✓ *Have the students work in groups to brainstorm a list of steps for completing the project. Use Activity Sheet 8-1 or page 4 of the "Team Project Journal" to help students complete this task.*
- ✓ *Create a list of steps to complete on the board.*
- ✓ *Moderate a brief discussion with students to identify a projected team project due date.*
- ✓ *Moderate a whole-class discussion to add details to the list of steps to create an action plan. Specify the following for each step:*
  - o *Individual or task group responsible for completing the step*
  - o *Resources needed to complete each step*
  - o *Due date for each step*
- ✓ *Have students capture the details using Activity Sheet 8-2 or use page 5 of the "Team Project Journal."*

Sessions 9-12: Complete the Team Project

✓ *Moderate a 15-20-minute discussion with students to identify how they will hold each other accountable for assigned work tasks and timelines.*

✓ *During these sessions, students complete the tasks necessary to prepare for the project. Monitor to make certain all team members have completed their assignments on time. Begin each session by identifying what success looks like for that particular session.*

✓ *During the work time, schedule regular conferences with each student. Review the student's journal and have a conversation about their involvement and performance:*

   o *What do they feel especially good about?*
   o *What would they do better if they could redo it?*
   o *What areas of concern do they have for the success of the total team project?*
   o *How have they interacted with others on the team? Has the team worked well together? How could it improve?*
   o *What Nebraska Career-Readiness Standards have students used to complete the project?*
   o *What have they learned about themselves thus far in the project?*
   o *Review their plans for completing their assignments.*

✓ *NOTE: Throughout this process, make certain the students serving in leadership roles change on a regular basis. Have all students take turns leading, taking notes, writing on the board, etc.*

Sessions 13-15: Assess the Project Results, Reflect and Report

✓ *Moderate a 15-20-minute discussion with students to discuss the importance of reflecting upon their experiences, identifying opportunities for improvement, and reporting results.*

✓ *Pass out Activity Sheet 13-1 or use pages 6-7 of the "Team Project Journal" to complete this task. Have students work in small groups to complete a final analysis of the project.*

✓ *Have students complete a written summary of the project from planning to completion. Have the students refer to the Team Project Rubric for the four main points to address in their written summary.*

✓ *Evaluate the journal entries, written summary and presentation using the Team Project Rubric.*

✓ *Keep the record of the project to use as an example for future classes to review in planning their team project.*

✓ *Encourage students to save any of these artifacts for use in their individual career exploration portfolio.*