

Group Work



28th April / 10am



Sonia Hood and Rebecca Jerrome



Today's session is **75 minutes**.



This webinar will **be recorded** and available to watch again.



Please mute your mic when you are not speaking.



Use **Chat** to comment or **ask a question** at any time.



Unless otherwise stated, all images are from the Uni of Reading Asset Bank 2022

T&L programme
April 2022

Preparing students for group work



Sonia Hood, Study Advice Manager

Rebecca Jerrome, School of Agriculture, Policy and
Development

- The Working Group on Groupwork 2022

In this session we will...



Present the findings from a student focus group highlighting the issues they face with group work



Explore the ideas for support that the students requested



Share resources with you that you can embed into your programmes




Facilitate a discussion which explores further support that could be offered to students when they face issues within their groups





[This Photo](#) by Unknown author is licensed under [CC BY](#).


The student focus group

Aims of the student focus group

 Identify the challenges and benefits of group work

 Identify help and support that would have been useful

 Identify the effectiveness of current student guide and pack

 Offer an opportunity to discuss other thoughts on group work support



Findings

- Value group work
- Participation and fairness
- Levels of understanding
- Organisational issues
- Dealing with poor quality and engagement
- Support when things go wrong
- Unfairly assessed
- Unaware of resources




What did students ask for?

- Resources to be embedded in Bb – but keep resources concise and accessible across a range of devices
- Standardised peer review process
- Marks awarded for process
- Troubleshooting processes
- Interactive session in part 1
- Support setting ground rules
- Created groups to self selected
- Time allocated in timetable for group meetings including allocated time with convener
- IT training
- Clear assessment criteria



Available Resources

Online Library Guide



Library / LibGuides / Effective group work / Home

Effective group work

Expert guidance from Study Advice at the University of Reading

Search this Guide Search



Home

- Introduction
- Getting organised
- Developing your speaking and listening skills
- Giving constructive feedback
- Managing conflict in groups
- Being a good group member

More on this topic...


- Presentations (online)
- Working together (online)


Useful links for group work

-  [Study Advice Guide: Effective Group Work](#)
Download a printable PDF version of this guide.
- [Study Advice](#)
Helping students to achieve study success with guides, video tutorials, seminars and one-to-one advice sessions.
- [Making Groupwork Work](#)
A detailed guide with videos exploring how to manage working in a group
-  [Getting started pack](#)

Working in groups is increasingly popular as a form of assessment. However, it can be stressful: not everyone works in the same way or at the same pace, and you may need to find ways to negotiate these issues.

This guide offers research-informed advice on how to help everyone in your group work together effectively, keeping focused and on track.



-  [Study Advice Guide: Effective Group Work](#)
Download a printable PDF version of this guide.

Getting organised

When you start any group assignment or project it is a good idea to agree on some basic organisation and how the group will work and communicate together.

Think about:

- When to meet** - pick times that everyone can make
- Where to meet** - again, pick a place that is accessible to all group members. You may need to book rooms in advance
- How best to keep in touch** - share emails and phone numbers and agree the easiest way to communicate. You might use a blog or wiki on Blackboard
- A realistic schedule** to complete your task
- The importance of being committed** to the group, and turning up and participating

A key aspect of good group organisation is **starting and finishing** with everyone knowing what they are expected to do.

- Start by **agreeing on the objectives** for the group - what do you want to achieve in this session?
- Keep focused by having a **list of tasks** or issues to cover
- Perhaps select someone to **take notes** and keep track of what was agreed
- End by summarising **what was agreed on** in the meeting
- Ensure all group members understand **what they have to do** for the next meeting
- Agree on a time and place to **meet again** if necessary

A student starter pack

Includes:

- A template for minutes
- Suggested ground rules
- Tips on dealing with challenging group members
- Can be given to students beginning group work



Group-work Student Pack

Why do we do group-work?

- **Build new friendships:** working in teams with people you don't know helps to develop new friendships with people on your course
- **Employability:** Experience of team-work is a huge bonus: you may have to take part in group activities as part of a job interview process. Graduate recruiters will be watching for those who act well as part of a team.
- **Learning:** The ability to work creatively and effectively in a team is a skill for learning as well as one for employability. The product of the group effort may well be greater than the sum of the parts. Learning as part of a team requires a different way of thinking than learning from a textbook.
- **Self-confidence:** Many students have fed back that working in a team has improved their self-confidence.



What's in this pack?

This pack contains resources to help your group get started. It includes a sheet where you can all fill in your contact details so you get hold of one another, a template for keeping minutes of your meetings, a sheet where you can fill in ground rules that you agree as a team, some advice on making decisions as a team, some issues that you might face while working as part of a team, and a form you can use as the projects progress to see for yourselves how well you are working as a team.

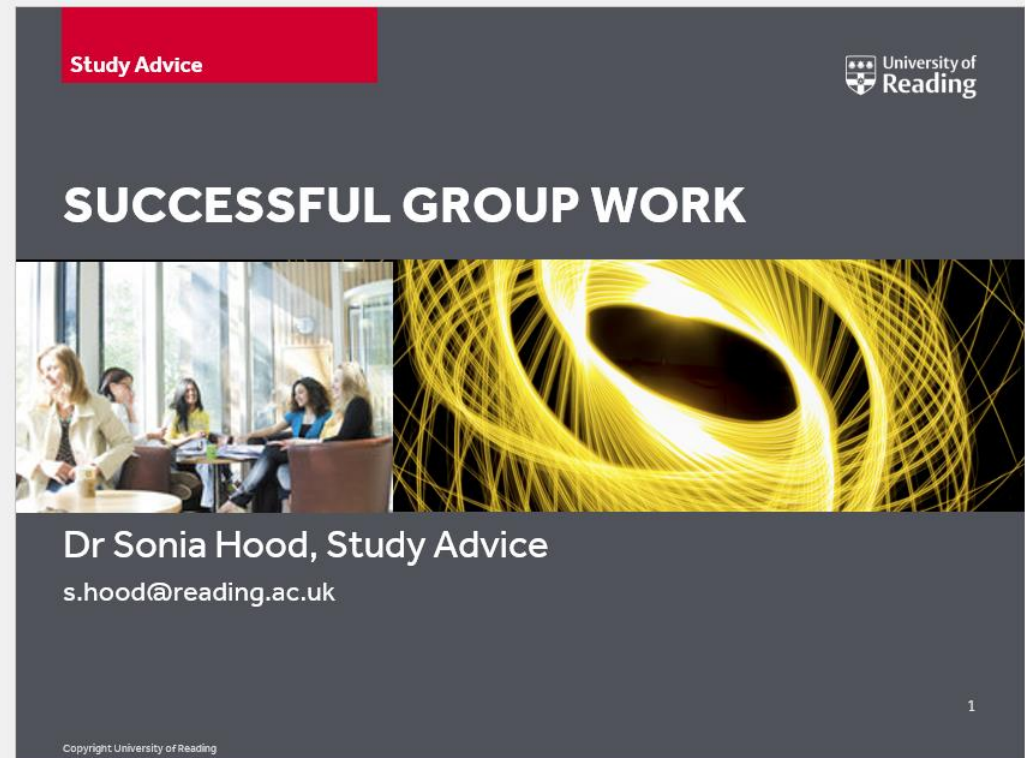
CONTENTS:

Getting started: First Meeting Checklist	1
Group Contact Details	2
Minutes Template	3
Ground Rules Template and Suggestion	4
Making Group Decisions	5
Group-work Issues	6
Reviewing Your Group Progress	7

A video that you can embed

Includes:

- Advice on how to get to 'performing stage'
- Quiz for students to identify possible team role
- Exploration as to why all team roles are needed
- Advice on how to be an effective team player
- Can also be provided as slides for teaching purposes



[Group Work video](#)



What can we learn from your experience?

Some group work!

In your group, consider the following questions and put your responses on the Padlet (link below):

1. What type of issues do students face with group work set by you?
2. How do you support students to resolve the issues?
3. What support would you like the University to offer you/your students?

[Link](#) to Padlet



Further resources

- Making the most of Groupwork – The Guide
- Teaching and Learning Framework 2021/22
- Online Library Guide
- Student Groupwork Pack
- Student Groupwork Video