

What is this thing called

Collaboration?

- <https://www.youtube.com/watch?v=Dl4zp7yeuMU>

What employers are saying...

- Recent survey of employers of recent graduates ranked
 - Initiative and enterprise
 - Communication
 - Learning
 - Technology
 - **Teamwork**

Most highly (above 'technical skills resulting from their course').

- They are looking for people who
 - Like working collaboratively and enjoy working as part of a team!

Careers in the Media...

- Very few careers or jobs in the Media Industries are not collaborative.
- **Working collaboratively is a BASELINE skill set** for all media and communication workers.
- It is *POSSIBLE* to learn how to do it better it is not an innate quality

Collaboration & group work



Good vrs Bad Experiences

Good vrs Bad Experiences

- BAD

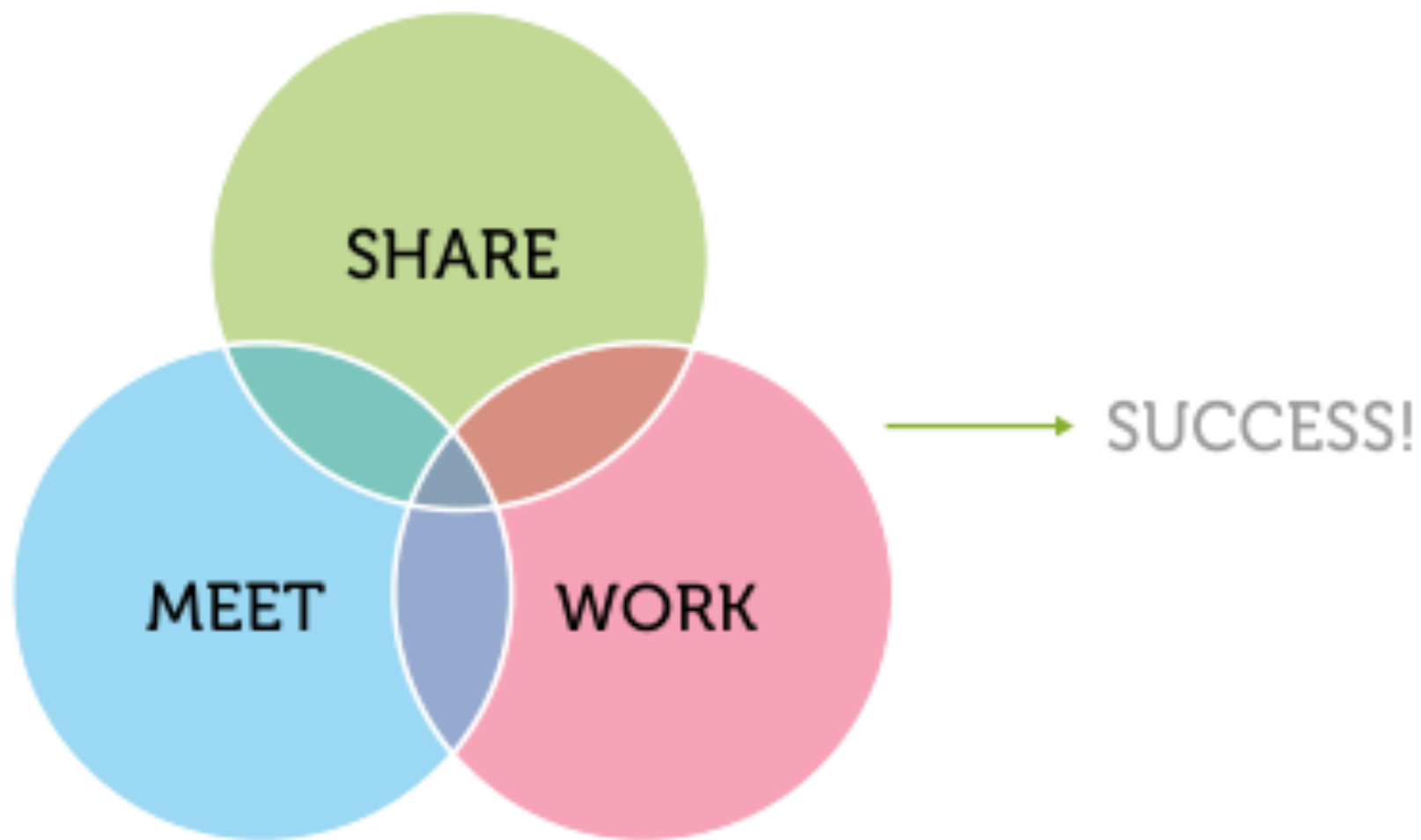
- **you end up doing all the work and other people get credit for it**
- the project dies because no one 'owns' it
- **you rely on other people and they let you down – don't show**
- the project lacks unity
- **you don't feel comfortable about expressing your opinion** – you feel outnumbered
- you can't reach a compromise – the process either gets steam rolled or comes to an impasse – logger heads

- GOOD

- **share ideas**/solve problems – when more heads better than one
- inspiration – when you are able to bounce off each other
- rigour - having a stronger vetting process to evaluate ideas and approaches
- support - having someone there to catch you when you fall
- maintain focus/drive - it **makes you more responsible**
- speed – can get project done faster – more hands
- share the workload
- can tackle BIGGER projects

Collaboration ...what is is good for?

- Develop leadership
- Gain experience in negotiation
- Learn to **resolve conflict**
- **Negotiate** for a win/win outcome
- Practice **professional communication**
- Establish peer relationships
- Share and **deepen your knowledge** in the discipline area
- HAVE FUN



Characteristics of **Positive** Collaborations:

- I. CLEAR OBJECTIVES** - that you all know what your goal/objective is, and you are all focused and committed to achieving that
 - Clarity – goals clearly established
 - Motivating Value – all believe in the idea
 - Attainability – achievable – you can do it
 - Future Potential – room to move and change

- 2. GOOD COMMUNICATION** - an environment where you can honestly express your opinion without fear of ridicule – others can respond to that be able to criticise without making it a personal value judgement
 - keeping focused on the problem, not the dynamic – not personal
 - Talk about the hat system
 - listening to people – dealing with concerns

Characteristics of **Positive** Collaborations:

3. **CONSISTENCY** - people can trust what you are going to do – know how you will respond
4. **RESECT** – that if you are running late – you txt and let people know what is going on – you don't treat people like mushrooms – in the dark and in the shit
5. **SUPPORT** – that someone will help you if you start to flounder – an environment where you can take risks and be allowed to fail
6. **RESPONSIBILITY** – knowing what your role is in the group – keeping up your end of the bargain
7. **EQUITABLE** sharing of workload – not one person doing it all, a collective sharing of the project

Solutions

1. You need to establish an environment of **trust, autonomy and clarity**.

Trust is built in a climate which includes these four elements.

1. Honesty
2. Openness
3. Consistency
4. Respect

Solutions cont...

I. You need to identify and develop an identity and sense of unity within your group.

- Identify key aspects of the task (write them down)
- Create a timetable (much of this work has been done for you in the hand-outs and course guides)
- You need to see the group as special – define the teams resources clearly, give yourself a name, establish clear goals.
- Establish effective communication procedures.
 - * include opportunities for social gatherings/celebrations.

2. Team rules –

- people management
- time management
- creative process management

Solutions cont...

3. Dispute resolution procedures

- consensus decision making etc

4. Conduct Good Meetings

- having an agenda – pre-arranged
- time estimates for meeting and its sections
- review – how are we going
- minutes
- notes on outcomes and who has agreed to what
- future meetings
- in the end – confirm what needs to be done before the next meeting

Resources

- <http://emedia.rmit.edu.au/workingintteams/>
- [http://emedia.rmit.edu.au/learninglab/
content/group-work](http://emedia.rmit.edu.au/learninglab/content/group-work)