

## **SE8: Team Assignment Delivery Instructions**

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This handout is a delivery sequence guide for Flexible Facilitators at the school site. This eClass Session must be delivered in three (3) parts. The parts include:

### Part 1: Review and Orientation (60 minutes)

This first part includes topics 1-4 and the first Team Assignment for each team in rotation as listed in the topic outline above and includes:

- Review Time
- Exemplary Leadership Skills
- Select Team Leader
- Review How to use Each Tool
- Team Assignment Rotation #1

### Part 2: Team Assignment Rotation + Forum (60 minutes)

This second part includes the remaining Team Assignment slides in rotation under Topic 5 and Topic 6: Forum Demonstration subtopics, which include:

- Topic 5: Team Assignment Rotation #2
- Topic 5: Team Assignment Rotation #3
- Topic 5: Team Assignment Rotation #4
- Topic 6: Team Leader Extra Credit (Value: 20 points)
- Topic 6: Flexible Facilitator Tasks

Team Leaders will receive an opportunity to earn additional points for their Peer Mentor Leadership role. The person must be selected by the team. The role of the Team Leader is to manage and control team assignments, ensure that all team members participate and contribute and successfully complete the assignment together. How well the team works together determines the overall team points earned. Team Leaders may earn extra credit (Value: 20 points) if they complete the following actions:

1. **Participate** in a work session with Dr. Shinshuri to learn how to access the RITMO Community Forums and post responses to the forum.
2. **Lead** their team to successfully completing the Online Team Activity.
3. **Receive** constructive feedback from their team about their leadership actions after a 360° Review from all team members and the Flexible Facilitator.

### Part 3: Online Interaction + Gamification (60 minutes)

This third part includes Topics 7-8. As follows:

- Online Team Activity
- Gamification Quiz