

Task Title: Discussing a Group Project

OALCF Cover Sheet – Learner Copy

Learner Name: _____

Date Started: _____

Date Completed: _____

Successful Completion: Yes ☐ No ☐

Goal Path: Employment ☐ Apprenticeship ☐

Secondary School ☒ Post Secondary ☒ Independence ☐

Task Description: Learners will work in groups to discuss completion of a class project, and write down an action plan.

Main Competency/Task Group/Level Indicator:

- Find and Use Information/Read continuous text/A1.2
- Communicate Ideas and Information/Interact with others/B1.2
- Communicate Ideas and Information/Write continuous text/B2.2

Materials Required:

- Pen/pencil and paper and/or digital device
- Conversation group of at least three people

Learner Information

When working as part of group, it can be difficult to manage a situation where someone is not doing their part. This is often frustrating for the other group members. Figuring out how to talk about it, address the problem, and still complete the assignment or project is something all students need to learn.

Read "Classroom Scenario".

Classroom Scenario

At the beginning of the term, everyone was randomly assigned to a group. On their designated week, each group presents that week's reading materials to the class. Most groups are preparing a PowerPoint presentation and dividing the readings amongst the group of 3-4 students. Each student is then responsible for summarizing these readings and preparing 2 slides on their section.

Your group met at the beginning of the semester and divided the work. Everyone is responsible for one assigned reading and 2 PowerPoint slides. You exchanged phone numbers and email addresses and set up another meeting one week later, and then a week after that. One of the group members only attended the first meeting and has been absent for the second and third meetings. No one has been able to reach them, and your presentation is scheduled for next week.

Work Sheet

Task 1: With your group, discuss the project described in the scenario. In your discussion

- **clearly describe the problem**
- **identify potential solutions for completing the project on time**
- **brainstorm ideas for how you can manage the absent group member's portion of the project**
- **discuss how you will ensure deadlines are met and the presentation is ready**
- **discuss what you will do if group members aren't able to complete their assigned tasks**

Answer: No written response required here.

Task completed: Yes: ☐

Task 2: Write down the steps your group will take to complete the project. Include

- **how completion of each task will be confirmed**
- **how the missing group member's contribution will be managed**

Answer:

Task 2 Answer Continued (if more space required)