

Team Assignment Plan/Summary

Course:

Assignment:

Team:

Pre-assignment: Complete all non-shaded areas, and submit 2 weeks prior to the assignment due date

With assignment submission: Complete the form by filling in all the shaded areas, and submit the entire document (shaded and un-shaded portions) with your assignment.

<p>Assignment Approach: How will the team organize itself to complete this assignment? Include a description of leadership roles.</p>	
<p>Assignment Overview: Describe the over-all focus for the assignment, the individual sections and the significant outcomes.</p>	
<p>Assignment Roles: Describe the specific tasks you have assigned to each team member, or to the team as a whole, to accomplish this assignment. Include supporting roles (research, editing, PowerPoint, Excel design, etc.).</p>	<p>Assignment Roles: Describe the changes, if any, from the assigned roles, the reason for the change, and the impact of those changes.</p>
<p>Assignment Timelines: describe team timelines for the above roles.</p>	<p>Assignment Timelines: What changes, if any, were made to the team timelines and how did that impact the assignment?</p>
<p>Assignment Review: Describe any changes to the over-all focus for the assignment, the individual sections and the significant outcomes, and why these changes were made.</p>	