



## How well do you work in teams?

Collaboration is a necessary part of the working world and will exist in many ways throughout your professional life. Use this assessment to evaluate where you are and strengthen your existing skills using YALI Network resources to become the ultimate team player.

Below are different team scenarios. Pick the corresponding letter that best describes your reaction within the scenario.

### Scenario 1:

Your manager tasks you and two other team members to write a two-page paper for clients describing the company's philanthropic achievements. This is an aspect of the company's business that you're unfamiliar with. Your other team members have been there longer, have done community assignments with the company's foundation and are more comfortable with the assignment because of their prior experience. Do you:

- A. Admit to your team members that you are not as well-versed in this aspect of the company, but offer your insight and time for the project.
- B. Admit to your team members that you do not know much about this aspect of the business and ask your boss to be taken off the project.
- C. Admit to your team members that you are not well-versed in this aspect of the company and sulk while they do the work.
- D. Take the lead and form the project around what you do know about the company and delegate the other parts to your team members.

### Scenario 2:

Your manager gives you and another team member a project to work on. Both you and the colleague are at the same level within the company. Your boss has made it clear that this is a high-profile project for your department. As soon as your boss leaves, your colleague assumes the leadership role and assigns you all of the responsibilities. Do you:

- A. Confront your colleague and remind them that working hard on this project will be beneficial for both of you.
- B. Do not confront the colleague, but tell your boss about your colleague's behavior, so that you get the full credit for your work.
- C. Do not confront the colleague, but don't do your best work on the project. Causing you both to look bad to your boss.



- D. Confront your colleague and let them know that you will go to your boss if they don't do their fair share of work.

### Scenario 3:

Your manager tasks you and two other team members to write a two-page paper for clients describing the company's financial achievements. This is an aspect of the company's business that you're incredibly familiar with. Your other team members have been there longer and are more senior in the department. Do you:

- A. Speak up about your expertise and offer your insights about the direction that the project should take.
- B. Speak up about your expertise in this aspect of the company's business and offer to lead the project.
- C. Do not speak up about your expertise in the project and take whatever aspect is assigned to you.
- D. Tell your colleagues that you're the best person to lead the project because of your expertise and won't contribute unless you're given the leadership role.

### Scenario 4:

Your department has been assigned a new manager, who has created a 9 a.m. check-in meeting that is inconvenient for your team's schedule. Your colleagues are too scared to say anything to the new manager, so they show up late or miss the meeting entirely in the hopes that the manager will change the time. The new manager has made it clear that they think team members are not committed to collaborating with each other. Do you:

- A. At the next team meeting, suggest a different meeting time. Citing some common concerns that your colleagues have (without naming them) with the current time.
- B. At the next team meeting, you demand that the meeting time change and cite all of your colleagues' complaints about the meeting time.
- C. Say nothing at the next meeting and continue to overhear your colleagues' complaints about the meeting time.
- D. At the next meeting, tell your manager that all of your colleagues hate the meeting time and it needs to be changed or people will stop showing up.

### Scenario 5:

A few weeks ago, your manager assigned a project to the team. Roles and responsibilities were assigned to each team member and the project has been going smoothly. A couple of days ago, your manager came back to the team and changed the scope of the project without extending the deadline, leaving a lot of team members feeling frustrated and unmotivated. Do you:

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- A. Take the lead in motivating co-workers and making the new project more enjoyable by suggesting a pizza party for the inevitable late nights and encourage your manager to extend the deadline of the project.
- B. Demand that your manager extend the deadline of the project and cite both the fact that the project was well underway before the change in scope and how everyone will now have to work overtime to finish the project.
- C. Say nothing and go along with the change in responsibilities and scope of the project.
- D. Demand that your manager extend the deadline of the project or no one will complete the project.

## How'd you do?

This assessment is meant to determine how you react in team environments using the [six characteristics](#) — open-mindedness, communication, organization, long-term thinking, adaptability, and debate — essential to team collaboration. No one is perfect, so we have also included resources to help you build your skills for the future. Now, on to the answers!

### If you picked Mostly A's:

You are adept at stepping into leadership roles, while not being overly aggressive about your intentions. Team members trust you to diplomatically voice their concerns and management appreciates the subtle way that you bring those concerns to light without ruffling any feathers or creating more tension. A great YALI Network resource for you is our "[Leadership Planning Toolkit](#)" to strengthen those skills and set you up for success.

### If you picked Mostly B's:

You are not shy about voicing your concerns for your team members, but you could use some work on the delivery. Team members know that you will stand up for them, but management might be put off by your straightforward, and sometimes combative approach. A great YALI Network resource for you is the YALI Network course "[Management Strategies for People and Resources](#)" to help you in strengthening your skills of managing difficult situations.

### If you picked Mostly C's:

You are shy about voicing your concerns and might feel more comfortable going along to get along. As you grow in your career, you'll want to take a more active and assertive approach to voicing your thoughts and ideas. Remember, your unique perspective might be the key to the team seeing things in a whole new light! A great YALI Network resource for you is the YALI video vignette "[Perfecting Your Pitch Part Three: The Importance of Persuasive Language](#)." This short video will aid you in finding the right words when you're ready to speak up.

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## **If you picked Mostly D's:**

You are not shy about voicing your opinion in a group setting, but tend to think situations are all or nothing. In order for teams to excel, people have to be willing to compromise, or present a willingness to listen. A great YALI Network resource for you is the YALI video vignette "[Emotional Intelligence Part 4: Choosing Yourself](#)." This short video will aid in learning how to respond to situations, rather than react to them.

*Created with inspiration from [Jostle](#) and [Intel Teach Program](#).*