



Question #1: Number and Names of Group Members

We have 5 official group members in Group 8

- Alexandre Clairoux
- Michael Dupre
- Mathieu Lamoureux
- Soad Mohamed
- Caitlin Ross

Question #2: Team Name

The team name choosing got a little dark as we were having a difficult time getting together and a tad frustrated so we naturally went the humour route. We thought of a few that reflected our lonely start trying to garner a quorum for our first meeting. The names we were coming up with were all about our lonely meetings. As you'll see from our response to the meeting assignment, the Team name is quite appropriate. We have also chosen a group logo, found at the top of each page.

Question #3: Challenges

We were not firing on all cylinders right out of the gate, so the challenges weren't that hard to list. We were very concerned with deadlines. Time management seems to be a big issue with a couple of us, but we also have different amounts of the actual free time to manage! But if we don't communicate, the team suffers. Consequently, the third concern is the resultant extra workload.

We coped with the challenges as best as we could but without communication, it's insane to keep trying. We simply responded by taking on the extra assignments. The Microsoft Teams software was a big help with the report as compiling relevant posts from the 9 channels should answer some of the control and participation assignment questions.

Question #4: Member Strengths

Alexandre Clairoux

As far as we can tell, Alexandre seems to be an ambitious student who takes on new challenges and responsibilities. Making use of these talents may be difficult since communication is lacking. We haven't seen or heard from Alex since he told us he had a busy week coming.



Michael Dupre

Michael seems to be a go-getter with good leadership abilities and punctuality as well as a willingness to try anything, despite risking embarrassment. He also has decent organizational skills when it comes to keeping his teammates on track, and a warm sense of humour in the face of adversity.

The team can easily make use of these strengths, as having someone willing to take charge is vital for the health of any group. His sense of humour keeps stress levels low, and the work he has already done to keep the team organized has made this whole project go that much smoother.

Mathieu Lamoureux

The silent type, he remains an enigma to the team. We have no idea how to make use of any of Mathieu's strengths. We have had no contact, either during the project or through the earlier discussions.

Soad Mohamed

Soad impressed us as being a very thorough, precise individual with a strong work ethic despite a multitude of responsibilities claiming her attention. Her well-thought-out responses are encouraging and inspiring, while also giving the impression of being grounded in practicality.

Soad's strengths are an important asset for our team since her abilities to focus and get tasks done have already sped up the completion of this plan. Her work ethic will be a key factor in the next project, especially if we continue to divide the work between 3 members.

Caitlin Ross

Caitlin has an analytical approach to problem-solving and a great memory for details. She is a good team player, who is always ready to help. Beyond that, she also has very good communication skills and can likely take anything we throw at her.

In the same way that a group needs a leader, it also needs team players. Her willingness to step up when needed is already benefiting the group and will no doubt prove to make our next project less hectic.

Question #5: Method of Collaboration

We are using Microsoft Teams in our communication. In the beginning, it was somewhat confusing to navigate through the application platform but through use, it became much easier. In our opinion, it was a good choice; as it has various useful tools that we can use for our group assignments and future projects. Starting from scheduling, and hosting, meetings; it also provides the option to create a separate channel for each topic that we are discussing. Moreover, even if someone missed a meeting or a topic, they can review it later. We are all quite confident we can continue with this platform, despite some initial growing pains.



Question #6: Meetings

Without having heard anything from two of our members since the first day of the assignment, we soon realized that finding even one meeting time for all five members to meet would be impossible. The three remaining members had no trouble setting up a meeting or two, but we soon realized that the meeting was nothing more than us all being at the site at the same time. We were already chatting in the channels.

In retrospect though, we accept that our initial contacts were cold, impersonal text chats, or emails. Perhaps had we all met each other camera and voice, we might have held on to all our members.

Question #7: Expectations

We probably had somewhat fewer expectations for each other than we do now, nearing the completion of our assignment. Initially, our expectations were standard fare: clear and timely communications, a willingness to work together toward a common goal, all while maintaining respectful and open discourse. We expected stimulating participation, perhaps some fun too.

Unfortunately, we've had to consider the further expectations we will likely have for our next team. It should not have to be stated that we deserved the common courtesy of responses from other members. Another one we hadn't considered was a willingness to share the workload. It would be plagiarism to say this is a team report authored by five students, but it is certainly a team effort!

As for holding each other accountable, our assignment consisted of nine questions, so we used the Teams software to create separate chat channels where we could discuss our response to each question. Each of us would have one or two channels to synthesize into a response to be compiled in the final product.

Perhaps a tad confusing at first, we did get used to the channels and had some meaningful chats, but it soon became apparent that we were a reduced team. Blaming others became secondary to completing the assignment.

Despite our efforts to foster communication and accountability, two members have already not participated. We have not yet agreed on consequences and are trying to decide between simply noting the lack of participation or outright removing the members from the group.

Question #8: Online vs In-Person

Working with an online team is a bit challenging. Predictably, it comes with its own set of advantages, as well as disadvantages.



On the plus side, it allows for a high level of flexibility. Everyone can work according to their schedule; where each person has a specific task to work on it. However, it is sometimes harder to schedule any group meeting, where everybody is available.

On another note, conflicts become harder to resolve. Face to face interaction between group members helps to nurture understanding and creates a good rapport, and online work is lacking in this regard. However, it also introduces a new experience and with today's world a necessary skill in the workplace. Eventually, the team will come together, and the experience is rewarding.

Working online helps to connect people from anywhere and at any time. That allows for a very diverse group, where each one comes from a different place, with different work and life experiences. Although it is not easy to create chemistry between different members of the group due to those same differences and unfamiliarity with each other. This can lead to creative solutions and different ways of doing things.

In the future, we believe such an experience would have a positive impact on our careers. For example, we would be able to work together from different geographic locations, with different time zones, and still be productive.

No doubt in our minds, online meetings are the future and it won't be long before we see holograms at the table with our gorilla.

Question #9: Participation

Michael kicked off the assignment by setting up the Teams software for us to use, as well as organizing the tasks within it. He created a channel for each question but eventually bundled the first 3 questions since they seemed relatively simple. The idea at the beginning was that each member would take on 2 channels, with one member taking on 1 channel and compiling the final document. He continued taking the lead with the Teams software by scheduling meetings and trying to get in touch with all the members. He started by taking responsibility for questions 6 and 7, ended up taking on questions 1-3 after a while, and contributed to all other questions.

Soad took early ownership of questions 5 and 8. She also had valuable input for the other questions and participated in the chat meetings. Her contribution was thorough and incorporated input from other team members seamlessly.

Caitlin took responsibility for questions 4 and 9, which required significant input from teammates. After it became clear that 2 members were not participating, she volunteered to assemble the final document. The logic for this was that question 9 had to wait until the end anyway, so it made sense to complete that section at the same time as the document.

Alex has not been heard from. We were aware through the discussions that he has significant non-academic responsibilities and were hoping to hear from him at some point. However, that never happened.



Mathieu has never been in contact with anyone from the team. He has never participated in the discussions, so we have no information collected about him at all.

P.S. Alex has now made contact with the group. Unfortunately, his communication came after this project had been finished, and we lacked the time to properly incorporate his input. However, we do not want to misrepresent the situation as never having heard from him. The document reflects the state of the group as of February 17, 2020, at noon, and we have left it as-is to illustrate our frustration with the process.