Do’s and don’t’s bank

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| Do’s | Don’ts |
| Be sensitive to people's feelingsBe patientBe willing to listenBe willing to compromiseEncourage each otherBe organisedMake sure everyone knows what they need to doHelp each otherAppreciate each others effortHave clear goalsProvide constructive feedbackAttend all team meetingsHave a sense of humourCommunicateBe niceBe respectful of each other’s differencesBe enthusiastic | Assume everyone thinks like youExpect everyone to participate equallyGive up at the first sign of tension or conflictTalk behind people’s backsCriticise each otherPut the blame on individual team membersMake negative commentsBe a perfectionistDon’t scream, yell or get physically or verbally aggressiveTake control of the groupIgnore other people’s ideas or feedbackGive up too easilyComplain all the timeBe afraid to make mistakesWaste time |