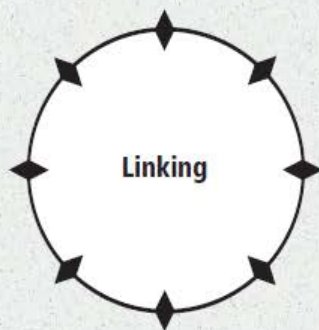
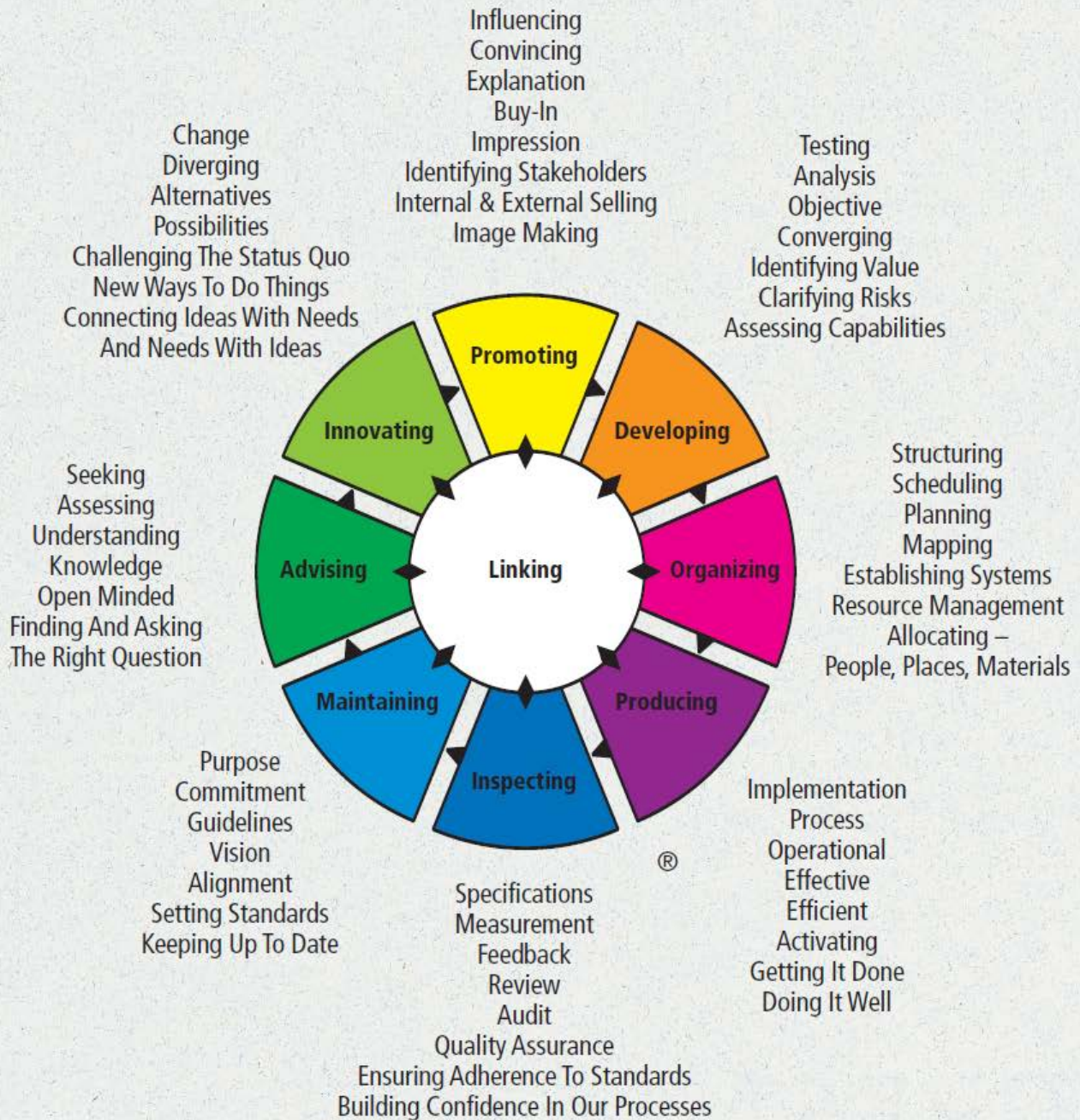


TEAM WORKING WHEEL



Awareness
Communicating
Connecting
Flow

Coordinating Tasks and People
Big Picture
Recognizing Patterns

TEAM WORKING WHEEL

Key Questions from the Types of Work Model

Maintaining What is really important?	Organizing What needs to be in place to ensure this happens?
Advising What do we need to know?	Producing Are we effectively and consistently delivering what is expected?
Innovating What are the possibilities?	Inspecting Do we consistently check to ensure we are adhering to standards?
Promoting Who needs to know about this?	Linking How do the work functions connect?
Developing What do we move forward with?	

Using The Team Working Wheel

The Team Working Wheel provides a method to guide the attention of all team members in a common direction. If all team members are concentrating on the same type of work the resulting synergy creates a positive and constructive environment. This can result in more effective and time-efficient teamwork. Using the Team Working Wheel can also help the team to overcome the natural tendency of team members to emphasize their own preferences.

The Wheel is a tool that can be used in a variety of applications:

- **Team Development** - Identifying specific Types of Work for the team to focus their development, learning and application initiatives.
- **Planning Projects** - Focusing on each Type of Work at the correct time to ensure the project progresses effectively.
- **Project Monitoring** - Using the Wheel as a check-in or debriefing mechanism to focus attention and analysis in all of the necessary Types of Work.
- **Designing Work Patterns** - Using the Wheel and the pattern templates to determine and activate task specific patterns and sequences to effectively deliver the needed outputs of the work (see the Team Working Wheel workbook).

The Wheel contains key words and phrases that are visible as each Type of Work is selected; they remind the team of the nature of that Type of Work. Key questions for each work function provide an analytical focus to the work at hand. By using the key words and questions people are able to direct their thinking and discussion in a manner consistent with the Type of Work selected. If all team members have their wheel set in the same direction, effective parallel thinking will occur until the team's work has made progress and linking can be made to another Type of Work.

The workbook contains more detailed instruction on each Type of Work and the Linking skills needed to progress from one Type of Work to the next.

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