Effective and ineffective Teams

Name

Institutional Affiliation

Date

**Preventing Items in an Ineffective Lists**

 There are various skills and relationships of a team that help in preventing the items that are listed in the ineffective list. For instance, active listening is the skill of the team. This helps in preventing the infectiveness of the teams that when associated when each individual is willing to talk and not listen to the views of others. Active listening is an essential skill in enhancing listening skills. Communication is another skill of teamwork. Communication is essential in enhancing the flow of ideas. This skill is important because it helps in solving the problem of quietness and lack of contribution by the members.

           Besides, honesty is another skill of teamwork that helps in the prevention of the issues that are caused by a lack of trust and also a lack of helping other members. Honesty is an important aspect of telling people the truth, and this helps in preventing the occurrence of a lack of trust.

**Facilitation of Effective Items**

           Teamwork relationships and skills are essential in encouraging effective items that should be amongst effective teams. For instance, the skill of responsibility helps in facilitating the item that emphasizes that embers of the team should contribute to the activities of the team. Members of a team are exposed to various roles which they should actively participate in them. Besides, collaboration is another skill that helps in facilitating effective item on the contribution of the members. Each is encouraged to present their ideas to other members of the group in a constructive manner.

           In addition, the effective skill of teamwork facilitates the items of members being supportive of the activities of the group. For instance, if the individual is aware of the happenings and the updates of the group, they are in a position to actively engage by supporting some actions.

**Effective Team Characteristics**

           Clear goals are one of the features most significant features of effective teams. This is because goals are made guidance of the activities of the team. Therefore by clearly forming goals after some agreements of the members will lead to the formation of guiding principles of the teams. Also, a clear understanding of an individual’s roles and responsibilities is another essential feature of the team. This is because each person will be aware of the roles they should participate in. Active participation will lead to the success of the team.

           Besides, the presence of a coordinator is another essential characteristic. Coordinators help in controlling the activities following a certain direction. The coordinator will reduce unnecessary confusion that might arise amongst the members. In addition, the supportive feature is another most essential feature of an effective team. The team leaders alone cannot achieve the objectives of the teams without having the support from the individual members.

**Least Destructive Items**

           There are some types of ineffective items that exist, and they do not cause much damage to the teams. For example, the action of not delegating the roles of the group to specific individuals. This is because every member of the group can perform best in certain roles when given a chance, although some members are well known to perform a given task. This feature has the least effective since the delegated members can have the potential of performing the role well. The unhappiness of some members due to the decision made is another least destructive item. This is because all members have different opinions, overs decisions, and the decision with the majority win is considered.

           Besides, the dismissal of ideas is another least destructive feature. This is because some of the dismissed ideas are unconstructive and might lead to the failure of the group.