

# WHEN SHOULD YOU USE GROUP WORK?

- Large projects
- Projects that require people from various fields
- International projects
- When people need to learn generic skills
- Fun 😊
- If person does not have enough strength / competences to perform alone
- To develop social skills / get know each other
- Collective intelligence
- Better results
- (New) innovations
- Brainstorming
- Leadership development
- Delegation / division of responsibilities
- Motivation
- Ideas („Good“, „Bad“, „Silly“)
- When Google does not help
- Building a structure of project
- Giving and receiving feedback
- Continuous improvement

# WHEN IT MAKES NO SENSE TO USE GROUP WORK?

- Unique individual ideas
- One specialist
- Simple task
- Implementation
- Too different backgrounds
- No common goal
- Too many tasks
- Complicated human relationships
- Reviews
- Classified tasks
- No equipment / space
- Lack of motivation
- No time
- Lack of skills

# WHAT DEVELOPS CREATIVITY?

- Genes
- Environment (rules ...)
- Problems to solve
- Scarcity
- Curiosity
- Being bored
- Passion
- Practice
- Mindset
- Greed
- Education (self)
- Group work
- Health
- Resources
- ~~LSD, Herbs~~
- Failure
- Success

# WHAT ARE KEY PROBLEMS OF THE MEETINGS? (AND SOLUTIONS?)

- People not attending
- Unsuitable hours
- No coffee
- No agenda
- No participation
- Difference in opinions
- No motivation
- Overcrowded meetings
- Unsuitable location
  - hard to attend
  - general environment
- Wrong people
- Distractions
- Redundant meetings
- Communication issues
- Unprepared participants
- People being late

## Solutions

- Meeting scheduler
- Common sense
- Rules (e.g. no cell phones, ...)
- Short breaks for coffee
- Preplanned and distributed agenda
- Reminders
- Defined roles

# WHAT ARE KEY PROBLEMS OF THE MEETINGS? (AND SOLUTIONS?)

- Lateness – Penalty
- Poor management – Proper coordination
- Distraction – Ban electronic devices
- Absence of people – Good reason with proof  
– Penalty
- Location – Online, recording
- No proper agenda – Itemize agenda
- Too long – Breaks, adjourn
- Poor inclusion of members – Carry everyone along /  
exclude unnecessary members
- Bad timing – Agree on convenient time with  
participants

# WHAT ARE KEY PROBLEMS OF THE MEETINGS? (AND SOLUTIONS?)

- Not clear purpose (don't organize meeting)
- Not enough big room (better planning)
- The leader is not prepared
- Not motivation to attend (offer cookies)
- Too often (better planning)
- Too long (better planning)
- Bad meeting time (better planning)
- Lack of discipline by participants (mobile phones, laptops, late coming, talking) (having certain rules)
- Lack in presentation skills (educate people)
- No results from meeting
- Lack of participation of participants
- Lack of preparation of participants
- Not notifying about participation
- Annoying guys
- Wrong audience
- Pessimistic approach
- Poor or no documenting