Virtual team simulation activity

Do you want to test how effectively you and your co-workers are able to coordinate as a virtual team?

*Use our new **team simulation** to receive **feedback** (**and benchmark comparisons**) on your teamwork behaviors.*

The simulation includes a real-time virtual task for you and your co-workers. You have to solve collaboratively an organizational problem. The simulation takes <u>60 minutes</u>. You should only run the activity if you and your co-workers can committ to that time.

By engaging in this simulation you will better understand the role of communication and coordination in your team. If you run this activity, you will also help the researchers from the Centre for Transformative Work Design to conduct their research.

<u>This activity can be conducted with 2 – (max.) 4 participants!</u>

<u>Necessary steps to run the activity:</u>

1) Recruit and select **ONE, TWO or THREE CO-WORKER(s)** to build a **virtual team of 2-4 members (including yourself).**
   We have prepared a recruitment email (on the next page) that will help you to recruit partners for this activity.

2) Coordinate **a DATE and TIME** during which you want to run the "virtual team simulation" with your other team members.

3) Share the following **LINK** with your other team members(s) (*copy and paste the link in a new window*):

https://curtin.au1.qualtrics.com/jfe/form/SV_2adKZzPolzxYY73

4) Follow the link (**all of you**). The link will lead you (and your team members) to a problem-solving task. You and your team members should **only follow the link** when **you are all ready** to start the activity.

Make also sure that all team members know the exact size of your team (that is, "Is it a two, three or four member team?").
Depending on your team size, you will be given access to a chat room to work on the task.
After the task, you and your team member(s) reflect on your teamwork behaviors and receive a feedback report (including benchmarks from a larger sample).

We hope you enjoy the simulation!
If you have any feedback (or problems running the activity), feel free to contact our researchers:
florian.klonek@uwa.edu.au
www.transformativeworkdesign.com

RECRUITMENT EMAIL:

You can use this email as a template to recruit your co-workers/team members for this activity (just insert the name). Of course, you can adapt this email to your needs.

„Hi [**NAME/S**],

I would like to invite you for a virtual team activity to learn more about our teamwork behaviors.

What is the nature of this simulation?
The team simulation includes a real-time virtual activity for us. We will be working collaboratively on <u>a problem-solving task</u>. The simulation takes <u>60 minutes</u>. If you are interested and can committ to that time, I am happy to schedule a day and time for us.
By engaging in this simulation, we will better understand the role of communication and coordination in our team. This activity will also help the researchers from the Centre for Transformative Work Design to conduct their research.
Let me know if you are interested and when you want to run the activity.

How are we running this activity?
The team simulation is entirely virtual. Once we have agreed to a time and date, I will share a <u>weblink</u> with you. We should <u>access this link around the time</u> for which we have scheduled the activity. We do not have to be in the same location though.

What else should I know?
Once you receive the link, only follow it when you are ready to start the activity. At the end of the activity, we will both answer some questions to reflect our teamwork behavior during the task. We will also receive an <u>individualized feedback report</u> (and benchmark comparisons with other teams).

What if there are technical problems?
This is a valid concern. Of course, we cannot exclude technical problems (e.g., link is not working, typos, or connectivity problems). The researchers who build this activity have worked in some fallbacks that should prevent technical problems. However, if there are problems, I will report this to the developers and they will try to fix this. In that case, we might have to reschedule this task.

What is in it for me?
You will get some costumized feedback report about our teamwork. I think that is really valuable.

Let me know what you think?