

Recorder

My job:

- Collect everyone's ideas in writing or on paper

Things I might say:

"I'm sorry, could you repeat that?"

"How should I write this so we can use it?"

Time Keeper

My job:

- Encourage the group to stay on task
- Update the group on how much time remains to complete the task

Things I might say:

"We need to hurry up if we are going to finish."

"We have _____ minutes left."

"We should be half way done now."

Encourager

My job:

- Help everyone to feel like they are part of a team
- Encourage everyone to try their best.

Things I might say:

"Good answer/idea!"

"I like your suggestion!"

"That's okay! Don't worry."

"We can do it!"

Supplies Monitor

My job:

- To bring supplies we need or to go and ask for help.

Things I might say:

"I will go and get _____ now."

"Do you think we need more _____?"

"Is there anything else we need?"

"Can you come and help us, please?"

Leader

My job:

- Get everyone started
- Makes sure every voice is heard
- Focusses everyone on the task

Things I might say:

"Why doesn't _____ share their idea first?"

"Okay, let's hear from _____ now."

"That's good, but we need to focus on our task."

Presenter

My job:

- Presents the group's finished work to the rest of the class

Things I might say:

"We discussed..."

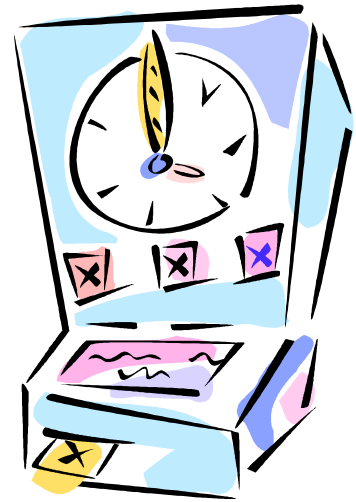
"We think..."

"We learned..."

Recorder



Time Keeper



Encourager



Supplies Monitor



Leader



Presenter

