Teams That Work

Team Report

2018 Test Team

Team:
Team Member 1
Team Member 2
Team Member 3
Team Member 4
Team Member 5
Team Member 6
Team Member 7
Team Member 8
Test Member 9
Test Member 10

9/16/2018

Note: All invited team members are listed regardless of completing the Teams That Work Assessment.
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Teams That Work Introduction

The Teams That Work Assessment is a tool for teams to use to assess the current level of team performance. The results from this 36 statement assessment will report the presence of (or lack of) the six characteristics identified as essential to high performing teams. Teams will be able to examine where they are and where they want to be.

The Assessment is purposefully designed to stimulate discussion to positively impact the future success of the team and increase the effectiveness of the leader.

How Data is Presented

All of the statements for each characteristic are reported on a single page. On each page, there are 6 scales, each representing a different statement about the characteristic.

Color Code for Responses

![Color Code](image)

Team Member Ranking Summary

The Team Member Ranking Summary report provides a summary of the team members' responses to each statement by ranking them Favorable (blue), Neutral (cream) or Unfavorable (brown). For ease of interpretation and readability, a Favorable, or blue, ranking combines both dark blue and light blue responses, and an Unfavorable, or brown, ranking combines both light brown and dark brown responses.
Characteristic Averages

The Characteristic Averages displays the team's averaged scores for each characteristic on a line graph and numeric grid. An Overall Health Index is also provided for possible future comparison.
Teams That Work Characteristics

1. High Level of Trust
2. High Level of Respect
3. Commitment to a Clear and Common Purpose
4. Willingness and Ability to Manage Conflict
5. Focus on Results
6. Alignment of Authority and Accountability
High Level of Trust

1. Members of our team do what they say they will do.*
   - 20% Most Favorable
   - 30% Favorable
   - 40% Neutral
   - 10% Less Favorable
   - 10% Unfavorable

2. Team members act with integrity.
   - 30% Most Favorable
   - 30% Favorable
   - 20% Neutral
   - 10% Less Favorable
   - 10% Unfavorable

3. Team members are supportive of each other.
   - 30% Most Favorable
   - 50% Favorable
   - 20% Neutral

4. Members of our team genuinely care about each other.
   - 20% Most Favorable
   - 30% Favorable
   - 30% Neutral
   - 20% Less Favorable

5. Members of our team communicate honestly with each other.*
   - 30% Most Favorable
   - 40% Favorable
   - 30% Neutral

Number of Responses: 10

* - Statements with an asterisk are stated in the negative in the online assessment but are stated in the positive in the report to allow for intuitive/easier interpretation.
High Level of Respect

6. Team members share their talents and skills with each other.

7. Team members have a high regard for each other’s talents and skills.

8. Our team’s performance reflects that we learn from each other.

9. Members of our team demonstrate a high level of competence in their work.*

10. Input from team members is sought when decisions are made that affect the team.*

Number of Responses: 10

<table>
<thead>
<tr>
<th></th>
<th>Most Favorable</th>
<th>Favorable</th>
<th>Neutral</th>
<th>Less Favorable</th>
<th>Unfavorable</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td></td>
<td>20%</td>
<td>30%</td>
<td>20%</td>
<td>30%</td>
</tr>
<tr>
<td>7</td>
<td></td>
<td>40%</td>
<td>40%</td>
<td>20%</td>
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<tr>
<td>8</td>
<td></td>
<td>20%</td>
<td>20%</td>
<td>20%</td>
<td>20%</td>
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<tr>
<td>9</td>
<td></td>
<td>30%</td>
<td>30%</td>
<td>20%</td>
<td>20%</td>
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<tr>
<td>10</td>
<td></td>
<td>20%</td>
<td>50%</td>
<td>30%</td>
<td></td>
</tr>
</tbody>
</table>

* - Statements with an asterisk are stated in the negative in the online assessment but are stated in the positive in the report to allow for intuitive/easier interpretation.

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Commitment to a Clear and Common Purpose

11. All team members are fully committed to our purpose.

12. Team members have the same understanding of the team’s purpose.

13. Our team’s purpose is clear.*

14. Team member priorities align with the team’s purpose.*

15. The performance objectives for each team member align with the team’s purpose.

Number of Responses: 10

* - Statements with an asterisk are stated in the negative in the online assessment but are stated in the positive in the report to allow for intuitive/easier interpretation.
16. Team members do not let past conflict negatively impact performance.*

17. It is safe to ask difficult questions within our team.*

18. Team members feel comfortable talking about frustrations and concerns.

19. Team members do not "talk behind each others' backs."

20. Our team has the necessary skills to address conflict effectively.

Number of Responses: 10

- **Most Favorable**
- **Favorable**
- **Neutral**
- **Less Favorable**
- **Unfavorable**

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## Focus on Results

21. Members of our team are kept informed of progress toward goal achievement.

<table>
<thead>
<tr>
<th></th>
<th>Most Favorable</th>
<th>Favorable</th>
<th>Neutral</th>
<th>Less Favorable</th>
<th>Unfavorable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Responses: 10</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

22. Team members are recognized for their performance.

23. Our team meets the deadlines we set.*

24. Our team achieves the agreed upon results.

25. Team members are committed to achieving team goals.*

* - Statements with an asterisk are stated in the negative in the online assessment but are stated in the positive in the report to allow for intuitive/easier interpretation.

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Alignment of Authority and Accountability

26. Members of our team have the authority they need to accomplish their tasks.*

27. Team members know what each member is responsible for.

28. Team members hold themselves accountable for results.*

29. Team members are held accountable for the team's results.

30. Team members carry their fair share of the load.

Number of Responses: 10

* - Statements with an asterisk are stated in the negative in the online assessment but are stated in the positive in the report to allow for intuitive/easier interpretation.
<table>
<thead>
<tr>
<th>ID</th>
<th>Question</th>
<th>Char</th>
<th>Favorable</th>
<th>Neutral</th>
<th>Unfavorable</th>
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</thead>
<tbody>
<tr>
<td>25.</td>
<td>Team members are committed to achieving team goals.*</td>
<td>Results</td>
<td>80</td>
<td>20</td>
<td></td>
</tr>
<tr>
<td>21.</td>
<td>Members of our team are kept informed of progress toward goal</td>
<td>Results</td>
<td>80</td>
<td>20</td>
<td></td>
</tr>
<tr>
<td></td>
<td>achievement.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>29.</td>
<td>Team members are held accountable for the team’s results.</td>
<td>Account</td>
<td>80</td>
<td>20</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Members of our team communicate honestly with each other.*</td>
<td>Trust</td>
<td>70</td>
<td>30</td>
<td></td>
</tr>
<tr>
<td>13.</td>
<td>Our team’s purpose is clear.*</td>
<td>Purpose</td>
<td>70</td>
<td>30</td>
<td></td>
</tr>
<tr>
<td>24.</td>
<td>Our team achieves the agreed upon results.</td>
<td>Results</td>
<td>70</td>
<td>30</td>
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</tr>
<tr>
<td>11.</td>
<td>All team members are fully committed to our purpose.</td>
<td>Purpose</td>
<td>60</td>
<td>30</td>
<td>10</td>
</tr>
<tr>
<td>2.</td>
<td>Team members act with integrity.</td>
<td>Trust</td>
<td>60</td>
<td>20</td>
<td></td>
</tr>
<tr>
<td>9.</td>
<td>Members of our team demonstrate a high level of competence in their work.*</td>
<td>Respect</td>
<td>60</td>
<td>30</td>
<td></td>
</tr>
<tr>
<td>23.</td>
<td>Our team meets the deadlines we set.*</td>
<td>Results</td>
<td>60</td>
<td>20</td>
<td></td>
</tr>
<tr>
<td>1.</td>
<td>Members of our team do what they say they will do.*</td>
<td>Trust</td>
<td>50</td>
<td>40</td>
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</tr>
<tr>
<td>4.</td>
<td>Members of our team genuinely care about each other.</td>
<td>Trust</td>
<td>50</td>
<td>30</td>
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<tr>
<td>12.</td>
<td>Team members have the same understanding of the team’s purpose.</td>
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<td>50</td>
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<tr>
<td>7.</td>
<td>Team members have a high regard for each other’s talents and skills.</td>
<td>Respect</td>
<td>40</td>
<td>40</td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td>Our team’s performance reflects that we team from each other.</td>
<td>Respect</td>
<td>40</td>
<td>20</td>
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</tr>
<tr>
<td>15.</td>
<td>The performance objectives for each team member align with the team’s</td>
<td>Purpose</td>
<td>40</td>
<td>20</td>
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<tr>
<td></td>
<td>purpose.</td>
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<tr>
<td>3.</td>
<td>Team members are supportive of each other.</td>
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<td>30</td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Team members share their talents and skills with each other.</td>
<td>Respect</td>
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<td>30</td>
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</tr>
<tr>
<td>19.</td>
<td>Team members do not “talk behind each others’ backs.”</td>
<td>Conflict</td>
<td>20</td>
<td>30</td>
<td></td>
</tr>
<tr>
<td>30.</td>
<td>Team members carry their fair share of the load.</td>
<td>Account</td>
<td>20</td>
<td>30</td>
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<tr>
<td>26.</td>
<td>Members of our team have the authority they need to accomplish their</td>
<td>Account</td>
<td>20</td>
<td>20</td>
<td></td>
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<tr>
<td></td>
<td>tasks.*</td>
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<tr>
<td>18.</td>
<td>Team members feel comfortable talking about frustrations and concerns.</td>
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<td>40</td>
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</tr>
<tr>
<td>16.</td>
<td>Team members do not let past conflict negatively impact</td>
<td>Conflict</td>
<td>10</td>
<td>30</td>
<td></td>
</tr>
<tr>
<td></td>
<td>performance.*</td>
<td></td>
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<tr>
<td>20.</td>
<td>Our team has the necessary skills to address conflict effectively.</td>
<td>Conflict</td>
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<tr>
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<td>Respect</td>
<td>20</td>
<td>20</td>
<td></td>
</tr>
<tr>
<td></td>
<td>the team.*</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17.</td>
<td>It is safe to ask difficult questions within our team.*</td>
<td>Conflict</td>
<td>10</td>
<td>90</td>
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</tbody>
</table>

**Legend**

- Favorable
- Neutral
- Unfavorable
Characteristic Averages

<table>
<thead>
<tr>
<th>Characteristics</th>
<th>Trust</th>
<th>Respect</th>
<th>Purpose</th>
<th>Conflict</th>
<th>Results</th>
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</thead>
<tbody>
<tr>
<td>Team Member Scores</td>
<td>3.54</td>
<td>2.84</td>
<td>3.34</td>
<td>2.14</td>
<td>3.72</td>
<td>2.92</td>
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</tbody>
</table>

**Team Overall Health Index:** 3.08

The Overall Health Index metric includes all of the responses by the team members to all of the statements from all six characteristics.
ABOUT THE EFFECTIVENESS INSTITUTE

About Us

Founded in 1980, Effectiveness Institute is a learning and development organization that has worked with thousands of clients across the U.S. and around the world in a wide range of industries. Our purpose is to deliver measurable improvement in the way individuals, teams and organizations perform, helping to build and sustain high-performance cultures within client organizations.

Our Philosophy

To understand the various dynamics and critical success factors involved in organizations we created the Dual Performance Cycle. Organizations measure performance using certain metrics (e.g., Customer Satisfaction, ROI, Productivity, Retention, etc.). When efforts are made to improve performance, organizations commonly focus on the left side (Task/Systems) of the Dual Performance Cycle. While this is important and critical to success, research demonstrates that the right side of the cycle (People/Teams) has a substantial impact on performance outcomes.

Traditionally, competencies related to the right side of the Dual Performance Cycle have been described as "soft skills." These "people skills", such as the ability to give and receive feedback, navigate conflict, collaborate, promote ideas and inspire others, are critical for individual and team success. Balance is the key: technically competent individuals (left side) who demonstrate emotional intelligence that builds trust and respect (right side) always maximize performance.

At Effectiveness Institute, our work focuses on creating and sustaining high performance in all levels of the organization by improving the effectiveness of leaders and teams.

Our Methods

Effectiveness Institute provides organizations with well-informed models, assessments, workshops, webinars and consulting that facilitate high performance. However, we do not supply one-size-fits-all answers. Instead we offer a variety of options to serve the needs of organizations. We also work together with clients who contact us to understand their needs. Only then do we propose solutions. This is important because most organizations know what they currently want (e.g., increased productivity, better service, higher profits, growth, less turnover, lower costs, etc.) but not necessarily what they currently need (e.g., clearer purpose, less unproductive conflict, improved people skills, greater clarity, stronger executive relationships, etc.) to achieve their goals.

Our content focuses on the key pressure points of most organizations: communication, teamwork, conflict, leadership and change. We provide only time-tested proven material. Every workshop, assessment or webinar is designed to build awareness, achieve participant "buy-in", develop real-world skills and make a positive impact on performance.
**Contact Us**

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Building B  
Suite 202  
Bellevue, WA 98005  
(425) 641-7620  
info@effectivenessinstitute.com  
www.EffectivenessInstitute.com

We love to talk with our customers, so please call us with any questions you may have about this product or our business in general.
Comments

- Our team has some struggles because of all the changes in the organization but, overall, I think there is a lot of talent on the team and that we are still getting the work done.

- I’m glad the team is doing this assessment because we have quite a bit of potential. However, there are some substantial internal and external challenges that are hindering us. Hopefully this will help us work through those.

- A lot of the time I feel that we are here for each other and willing to help each other out. Some people are more consistent at that than others but I don’t have any problems with anyone on the team. Our deadlines can be unreasonable and yet we still figure out a way to do what needs to be done.

- Our team needs to learn more about our strengths and how to focus on those. It seems like we spend quite a bit of time worrying about what others think. I think a strategic planning retreat would be a good idea. We did one a few years ago and it helped.