

Keith Evan Green | DEA 5210/6210 Team Charter

A team charter helps your group work more effectively by clearly defining your shared purpose, goals, and how you'll collaborate. It outlines roles, responsibilities, and expectations for communication and decision-making. By agreeing on these norms early, your team can avoid confusion and resolve conflicts more easily. Completing this charter sets the foundation for a successful and respectful team experience.

Team name: _____

Team member 1: _____ **is the spokesperson for the team.**

Team member 2: _____

Team member 3: _____

What does a successful project look like?

Who is doing what?

How does the team make decisions?

How will the team communicate?

How often, how, and where will the team meet?
