

Team Check up

This checklist is designed to enable you to draw up a personal assessment of your own team. The primary purpose of this exercise is inner reflection. At the same time, however, it is also designed to suggest to managers suitable measures with which to assess team development measures in their own company.

Intuitively grade your team in terms of the posed questions.

Distinguish between two different levels for your team:

- My personal behaviour in the team
- Team rules and team laws

Procedure:

- Print out the questionnaire. Allow yourself a few quiet minutes to answer the present questions as accurately as possible. Try to be honest with yourself. After all, you are answering the questions only in order to obtain a personal assessment of your team!
- Use a red pen to mark those questions which you have graded *true* (7), *generally* (6) and *satisfactory* (5). These areas represent the **strengths and resources** of your team!
- Then use a green pen to mark those questions which you have graded *not true* (1), *very little* (2), *unsatisfactory* (3) and *neutral* (4). These represent your **development potential**. At the same time, however, these also represent the areas which demand considerable effort and hard work.
- Then put the questionnaire aside for a week, before going through the questions once again in detail.

Grading scale:

not true	very little	unsatisfactory	neutral	satisfactory	generally	true
1	2	3	4	5	6	7

A) Communication

1	2	3	4	5	6	7
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1. We maintain a culture of open discussion

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2. We approach each other actively

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3. We are mutually open to criticism

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4. We are good at listening to each other

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5. Our dealings with each other are characterised by mutual acceptance and appreciation

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B) Conflict management

1 2 3 4 5 6 7

1. Differences can be discussed openly
2. Conflicts can also be discussed within the team
3. We take time to talk conflicts through
4. Even in conflict situations, an atmosphere of fear does not develop
5. Coalitions and groupings are not formed
6. Absent individuals are treated with respect

C) Creativity

1 2 3 4 5 6 7

1. We respond with respect and attention to unconventional ideas
2. Unusual approaches awaken the interest of the team
3. In general terms, we are open to experimentation
4. There is considerable tolerance of mistakes

D) Performance capability

1 2 3 4 5 6 7

1. There is little inefficiency or internal friction to hamper our performance
2. Available resources are recognised and specified
3. A positive focus on performance pervades our team
4. The team is adequately challenged by its work

E) Focus on success

1 2 3 4 5 6 7

1. Synergies are used wherever possible
2. The team rises to the challenge of difficult tasks, and mobilises its resources
3. Internal competition within the team is not a block to success, but instead boosts performance

F) Work satisfaction

1 2 3 4 5 6 7

1. Within the team, there is a tangible sense of enthusiasm for the work at hand
2. There is a tangible sense of satisfaction in the co-operation between the members of the team
3. The members of the team praise each other
4. I usually go to work with enthusiasm

G) Trust

1 2 3 4 5 6 7

1. I can delegate confidential work to other members of the team
2. Information is made freely available where possible
3. Interdisciplinary deputising is possible

H) Status quo

1 2 3 4 5 6 7

1. No urgent changes need to be made to the current team situation
2. We also receive external recognition for our work and the working climate

L) Vision and wishes

1.	Formulate for yourself what still needs to be done to transform the team into an "ideal team"
2.	Now formulate your own very personal wishes:

- For further clarification with respect to team development, please contact us directly using the [Contact Form](#).
- An [Adventure Event](#) is another effective way of approaching and assessing your team resources through outdoor activities. Ask for further information.