JobTIPS

✔ Join the Group:

When it is time for you to work with a team on a project or task, you should try to follow these steps:

1. Go to your group—if they are meeting at a certain table, or in a certain office or location, then get there!

2. Smile and look towards your group / team.

3. Introduce yourself if you don't know the people on your team. Start things off on a positive note. You can say something like "Hi, my name is _____. I am looking forward to working with you." It is good to say this because it lets team members know that you want to be a "team player."

4. Ask them for their names if you don't already know their names. You can say something like, "What is your name?....It's nice to meet you." This lets them know that you are willing to get to know them and that you want to be a "team player."

5. That's how you start to become a part of the group / team!