

Managing Workload as a Team Scripts: Problem Solving 1

When your partner has not completed his tasks,

Take a deep breath and use your self-calming sequence.

Then politely and calmly ask: "What was the problem in completing this task?"

After he answers, ask: "When can you finish this?"

Go back to your problem solving instructions. If you think you may not finish on time, say,

"I think we need to talk to (teacher/supervisor) ______.

I do not see how to finish on time."