

GROUP COLLABORATION CHECK-IN

This exercise is a short 3-step check-in designed to support and strengthen psychological safety in your team. The aim is to help you reflect on how your collaboration is going and make small adjustments along the way.

Step 1: Reflect individually:

- How do you experience your group's collaboration in each of the three areas described below on a scale from 1–5. (write your score in the circle)
(1 = to a very low degree ————— 5 = to a very high degree)

To what degree do we create focus and direction together?

You might for example consider...

- To what degree do we talk openly about expectations and strengths?
- Do we define goals for the overall project – as well as for smaller tasks?
- Do we talk about risks and what might go wrong? (what is Plan A / Plan B?)

To what degree do we create space for everyone to contribute?

You might for example consider...

- How well do we structure/facilitate our meetings? Do we rotate roles?
- To what degree do we maintain structures that invite everyone to share input and feedback?
- To what degree do we discuss/prioritize which tasks are done jointly, and how other tasks are delegated to individuals?

To what degree do we communicate when things are difficult?

You might for example consider...

- To what degree do we recognize and acknowledge each other's input?
- Do we react constructively when someone brings up challenging topics?
- Are we curious about what lies beneath a problem, mistake or disagreement?
– e.g. what might cause it, and what to learn from it?

Step 2: Share and discuss your ratings:

For each of the three areas above, reflect together:

- What is working well in our group?
- Where do we experience challenges?

Step 3: Plan for small improvements:

- Decide on 1, 2 or 3 small, specific steps you could take before your next meeting.