

MICRO-CREDENTIALIAL GROUPWORK

Key learnings; what aspects can support success?

01 An early kick-off call

Meet quickly to connect and determine a general plan/focus for the work.



03 Employ a mode of communication that can easily provide updates or act as a way to contact members

email is great for communication, but often a 'chat' facility can help engage everyone quickly, especially for updates. So consider how you will set up meetings (sending teams/zoom links etc.) as well as how you will share quick updates/ask questions (chat options).



05 Develop sections/headings to tell the story of the report (referring to brief)

This can help add structure to the ongoing work & discussions before the main bulk of work commences



07 End each call with a...

date/time for the next call



09 Re-read the brief

several times during the process; engage with the rubric etc. - keeps you focused.



11 Setting & meeting internal deadlines

to stay on track



13 Celebrate

submitting a good assignment



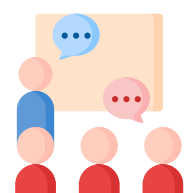
02 Develop a digital shared space, have subfolders for structure

This can support how you share content and materials and co-create the work. Ensure everyone can access, has editing rights etc. and is comfortable with the platform selected.



04 Encourage a welcomed approach for editing to be welcomed, critical friend, be open to other views or suggestions

People can even highlight sections they had queries on too



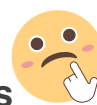
06 Talk at home

about days/times that suit to schedule catch ups with group members. Be mindful and appreciative of your teammates' commitments too.



08 Reflect on any feedback, points stressed in lectures

to ensure they are considered



10 Watch the word count/limit as you write

can save unnecessary work at the end



12 Proofread, proofread, proofread

to improve the quality of your submission

