

ZOOM TEAM ROLES

IN YOUR GROUP, CHOOSE A ROLE AND RENAME YOURSELF WITH THAT ROLE
AND YOUR NAME

EX: NOTE TAKER **ASHLEY TAPLIN**



1

SUMMARIZER

YOU WILL **TALK FIRST** BY **RESTATING THE TASK** AND **CLEARING UP ANY CONFUSIONS**. DURING THE DISCUSSION, YOU WILL LISTEN FOR AND FORM CONCLUSIONS, PREDICTIONS, AND GENERALIZATIONS.



2

DISCUSSION DIRECTOR

YOU **GET EVERYONE TO TALK** BY ASKING EACH TEAM MEMBER TO SHARE THEIR THINKING AND LISTEN TO OTHERS.



3

NOTE-TAKER

YOU WILL **SHARE YOUR SCREEN** AND **TYPE** IMPORTANT IDEAS, NEW WORDS, FACTS, OPINIONS, OR CLAIMS YOUR TEAM DISCUSSES.



4

SPOKESPERSON

YOU ARE THE **SPEAKER** FOR THE TEAM. YOU WILL RESTATE IDEAS BEFORE RETURNING WHOLE GROUP TO ENSURE CLARITY AND EVIDENCE.



5

TIME KEEPER

YOU WILL **WATCH THE TIME** AND GIVE YOUR GROUP **GUIDANCE** TO ENSURE THE LEARNING TARGET IS MET.