



Item-Specific Questions To Guide Discussion

Q01. Know What's Expected	Q02. Materials and Equipment	Q03. Do What I Do Best	Q04. Recognition and Praise
<p>Are there times when you just don't know what your top priority should be? How can we as a group help each other communicate needs and priorities during these times?</p> <p>How can we communicate better when work is hectic and we have to move quickly from one task to another?</p> <p>How can we be clear in terms of our expectations of each other?</p>	<p>Do you have all the information you need to do your job right?</p> <p>Are there things that distract you from being positive, productive, or accurate in the work you do?</p> <p>What materials and equipment are essential to do your job right?</p> <p>Do we have enough people to get the job done right? How can we work together when our resources are limited?</p>	<p>What ideas do you have for how we can incorporate more about what we do best into our work?</p> <p>Are there parts of your job you find difficult? What recommendations do you have to make it easier for you?</p> <p>Are there things that keep you or distract you from being as productive as you expect to be?</p>	<p>Who at work helps you believe in your potential for success?</p> <p>Think of three colleagues who help you most at work. How have you thanked them or recognized them for their help?</p> <p>As a group, how can we build an environment that encourages recognition and praise?</p>
Q05. Someone Cares About Me	Q06. Encourages My Development	Q07. Opinions Count	Q08. Mission and Purpose
<p>How do you let your colleagues know that you care about their contributions and their successes?</p> <p>How can we as a group set each other up for success?</p> <p>Do we spend enough one-on-one time with our group members?</p> <p>Can students, colleagues, and stakeholders sense an uncaring environment? How does that affect their experience of us?</p>	<p>Do you believe you are being challenged at work? What challenging experiences are you facing? What challenges are you being encouraged to take on?</p> <p>In the past six months, have you developed any new relationships or partnerships to support you in your work?</p> <p>When you are "in the trenches" what are some ways we can help you?</p>	<p>What suggestions do you have to improve our group's performance? What changes do you recommend?</p> <p>Have you done anything in the past six months to hear and understand the opinions of others in our group?</p> <p>In the past six months, have we acted on any ideas that our colleagues suggested?</p> <p>Do you ever suppress opinions? When and for what purpose?</p>	<p>When do you feel that your job is important?</p> <p>What do you do to add value to those with whom you interact?</p> <p>Has an internal or external colleague ever told you that you made a difference?</p> <p>What can we do as a team to help build pride in our work?</p>
Q09. Committed to Quality	Q10. Best Friend at Work	Q11. Talk About Progress	Q12. Learn and Grow
<p>Have you seen one of our group members go the extra mile at some point in the past month?</p> <p>How do we as a group know when we've done good work?</p> <p>In the past six months, have you spoken to another group member about how we could improve the quality of our work?</p> <p>What does quality look like to those with whom we interact?</p> <p>What do you do that makes people want to come back?</p>	<p>Do you have one or more colleagues whom you consider trustworthy and dependable?</p> <p>Can you name three colleagues who help you the most in your job and with your ability to be successful at UMD?</p> <p>How do you help make our workplace productive and positive?</p> <p>When did you have the most fun at work? How can we make sure we have more of those moments?</p>	<p>Do you feel you have permission to learn new ideas and apply them in your work?</p> <p>How can we support and collaborate with each other to help apply new ideas?</p> <p>What new relationships have you formed in the past six months? Have these new relationships helped you evaluate the progress you have made, and will they help you perform better in the future?</p>	<p>How can we build an environment that places emphasis on acquiring new knowledge?</p> <p>What are the things you need to learn to do your job better?</p> <p>What have been the situations in the past six months when you felt you were learning new things?</p>