Cooperative Group Skills

Group Formation Skills

Move into the group location quickly.
Stay with the group while it is working.
Speak in quiet voices.
Let each person have a chance to share ideas.
Listen with interest.
Keep your hands and feet to yourself.
Share materials.

Group Achievement Skills

Review what to do before starting.
Offer ideas about the best way to get the task done.
Make a plan for what you are going to do.
Pay attention to how much time you have to carry out your plan.
Say what you think someone else has said to find out if you have got it right.
When you are trying to solve a problem, say out loud what you are thinking.
Say why you think this is the best idea and give your evidence for it.
Ask for, or give, other answers to the problem or task.
Check your group’s conclusion to decide whether you carried out your plan and did what you were supposed to do.
When you are done, make a summary of what you have learned and say it out loud.

Group Interaction Skills

When two other students don’t agree, compare and contrast what they are saying.
When two other students don’t agree, try to put together parts of their ideas to come up with a compromise idea.
Make sure everyone is part of the plan and gets a chance to do their part.
Make sure everyone has a chance to say what they think before someone gets a second chance.
At least once, give each person in your group a compliment about something she is doing or saying.
Give your compliment aloud or in a silent way (like a smile).