

TeamTAG

Key principle	Behavioral Marker	<input type="checkbox"/>	Notes
Anticipate & Plan ahead	<ul style="list-style-type: none"> - agree on a plan with all team members - think ahead and plan for all contingencies - prepare a Plan B 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Set priorities dynamically	<ul style="list-style-type: none"> - identify and set priorities at the beginning - pay attention towards changes which might become necessary / do not hold on to outdated concepts 	<input type="checkbox"/> <input type="checkbox"/>	
Call for help early	<ul style="list-style-type: none"> - be aware of your own limits & the limits of your team - set predefined criteria for asking for help - know who and how you can call for help 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Exercise leadership and followership	<ul style="list-style-type: none"> - as team leader: <ul style="list-style-type: none"> • allocate team roles & tasks • monitor progress • pay attention to team members • collect all information & make sure everyone is on the same page - as a team member: <ul style="list-style-type: none"> • be present and alert • share your thoughts/doubts • show appropriate self-care behavior 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Communicate effectively	<ul style="list-style-type: none"> - clear, assertive - use Closed-Loop-Communication - team leader receives all information 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Re-evaluate repeatedly	<ul style="list-style-type: none"> - review the plan regularly, if / how it works - respond to new information / arising problems etc. 	<input type="checkbox"/> <input type="checkbox"/>	