

# Welcome to

# Team Building!

*for Distributed Agile Teams*

*a* Facilitation Guide

**By** Khurram Bhatti

[www.khurrambhatti.com](http://www.khurrambhatti.com) | [khurram.bhatti1@gmail.com](mailto:khurram.bhatti1@gmail.com) | <https://www.linkedin.com/in/khurrambhatti/>

If this facilitation guide was helpful for you, please share with others and leave a comment. Thanks

*TBFGv1.0 - 15 Oct, 2017*

# Some words

To build innovative software products, we need to focus and dedicate time on building Teams as well, where people have psychological safety and feel motivated. I created this guide for a Team building activity for three distributed Agile Teams and now sharing it with rest, others can also get benefit, hopefully. Feel free to change the questions as per your situation!

**Participants:** 14-16

**Tools:**

- Any online video collaboration tool i.e. Google Hangout, Zoom
- Two display screens for the facilitator, one to share and one for personal notes

**Time:** 100 – 120 mins (as per maximum number of participants)

**Activity 1:** (approx. 65 – 75 mins)

- Find a buddy: 5 mins
- Buddy talk : 7 mins
- Group share:  $16 \times 3 = 48$  mins
- Break: 3 mins
- Quiz: 5 mins

**Activity 2:** (approx.. 30 - 35 mins)

- Assign group: 5 mins
- Group discussion: 10 mins
- Joint reflection: 10-15 mins

# vLocations

## *virtual* Coffee Lounge

We all gather here to start the activity and then come back here after completing individual or group talk.

<Link>

## *virtual* Coffee Tables

The individual activities take place here, once done, go back to virtual Coffee Lounge

Links on Page 6

# Activity 1

## Talk with a buddy

## Activity 1 - Guidelines

- Buddy should be from another team, culture or region
- Visit *virtual* Coffee Tables, and pair up
- Each buddy asks following question(s), 3 mins/person -  
Total 6 mins/pair
  - Share something about yourself, culture, sports, entertainment etc.
  - What motivates you in general and work?
  - What do you like about working with company

## Pair & Share – *virtual* Coffee Tables

Welcome! Please wait here to be seated - Remember to take notes for sharing later!

Pair	Name 1	Name 2	Link to your <i>virtual</i> coffee table
1			Link to <i>virtual</i> coffee table
2			Link to <i>virtual</i> coffee table
3			Link to <i>virtual</i> coffee table
4			Link to <i>virtual</i> coffee table
5			Link to <i>virtual</i> coffee table
6			Link to <i>virtual</i> coffee table
7			Link to <i>virtual</i> coffee table
8			Link to <i>virtual</i> coffee table

**(Facilitator Note:** Extract this page into a separate document, participants can access and self organize to fill it)

# Share with whole group

## what you have learned about your buddy

### Pop Corn

**We go pair by pair – 2-3 mins/person**

(Location: Lounge)

**(Facilitator Note:** While team is sharing, pick up funny points and create a quiz type presentation on [mentimeter.com](https://www.mentimeter.com) or any other preferred tool)

# Coffee break?

3 mins – Let's stretch a little bit



# Quiz time!

Let's see what WE have learnt about each other!

Browse to [www.menti.com](https://www.menti.com) enter CODE **47 XX XX**

**(Facilitator Note:** Paste the code of quiz presentation)

# Activity 2

“How do we as a Distributed Agile Team(s) can be more effective, in work and collaboration or anything else?”

**Divide in 2 groups to discuss, 10 mins/group**

## Activity 2 – Virtual Coffee roundtable

Remember!

Input your notes 1-2 words as keyword on online link provided and separately as well.

Gr	Name 1	Name 2	Link to your Virtual Coffee table
1			<b>Step 1 - Join Hangout - 10 MINS DISCUSSION</b> <Link to <i>virtual</i> coffee table Group 1>  <b>Step 2 - Discuss in group and write Keywords Here (IMPORTANT)</b> Go to <a href="http://www.menti.com">www.menti.com</a> and use the code <b>40 XX XX</b>
2			<b>Step 1 - Join Hangout - 10 MINS DISCUSSION</b> <Link to <i>virtual</i> coffee table Group 2>  <b>Step 2 - Discuss in group and write Keywords Here (IMPORTANT)</b> Go to <a href="http://www.menti.com">www.menti.com</a> and use the code <b>40 XX XX</b>

**(Facilitator Note:** Create a Presentation with word cloud type and paste participation code)

**(Facilitator Note:** Extract this page into a separate document, participants can access and self organize to fill it)

# Joint Reflection!

(10-15 mins)

**(Facilitator Note:** Screen share/Display the word cloud which is created by input from both groups)

# Thank you!

Let's pair up and continue talking on



[www.donut.ai](http://www.donut.ai)