

## GROUP PROCESS CHECK

Circle the number for each part of the process which reflects your rating of the activity.

1    2    3    4    5    6    7    8    9    10

### ON TRACK

NO AGENDA OR  
DID NOT FOLLOW AGENDA

FOLLOWED THE AGENDA  
NO DIGRESSION

1    2    3    4    5    6    7    8    9    10

### PARTICIPATION

A FEW KEY MEMBERS DOMINATING  
AND SOME MEMBERS NOT  
PARTICIPATING

EVERYONE CONTRIBUTES  
AND IS INVOLVED IN  
TEAM DECISIONS

1    2    3    4    5    6    7    8    9    10

### LISTENING

MORE THAN ONE PERSON  
TALKS AT A TIME, REPETITIONS  
INTERPRETATIONS AND SIDE  
CONVERSATIONS

ONE PERSON TALKS  
AT A TIME CLARIFYING  
AND BUILDING  
OF IDEAS

1    2    3    4    5    6    7    8    9    10

### LEADERSHIP

NO ATTEMPTS TO BRING  
THE GROUP BACK ON TRACK  
AND ENCOURAGE EQUAL  
PARTICIPATION

CHAIR AND GROUP MEMBERS  
INTERVENE TO KEEP THE  
GROUP ON TRACK AND ACTIVELY  
MANAGE EQUAL PARTICIPATION

1    2    3    4    5    6    7    8    9    10

### DECISION QUALITY

GROUP DECISIONS WERE  
INFERIOR TO INDIVIDUAL  
ASSESSMENTS

GROUP EXPERTISE AND  
DECISIONS WERE SUPERIOR  
TO INDIVIDUAL JUDGMENTS

1    2    3    4    5    6    7    8    9    10

### SATISFACTION

LITTLE SATISFACTION  
ACHIEVED -- BORING AND  
NONPRODUCTIVE MEETING

HIGHLY SATISFYING  
AND REWARDING  
MEETING

**COMMENTS:**