

Expectation Management Sheet:

Name of Participant _____

Areas for Expectation Management				
	Goal Setting What is the goal of this team? What does this team hope to achieve by a certain date?	Decision Making How will decisions be made? Is it through a democratic voting process, or will someone have the final say on issues?	Conflict Resol. How will conflicts be resolved in the team? Is there a recommended process by which conflicts should be handled?	Work Division What are you responsible for in this team? What is your job scope?
Personal Your personal opinions and suggestions on each of these areas.				
My Team's The final expectations set by the team after discussion.				

I agree with the standards and expectations that my team has set out in the Expectation Management Sheet and I commit myself to living to these standards and expectations.

Name & Date

Signature