

Study Teams in Schools By [Stuart Tan](#)

(please forward to your friends)

1. Set up a team that shares the same vision.

Ask your friends or classmates about what is important to them. If they say things like “freedom”, “fun”, “discipline”, “excitement”... ask them what it really means. Chat with them about how you and them can work together toward what you all want and subsequently how to get there.

2. Set up ground Rules.

Every team should operate with some basic rules, whether it is about basic courtesy or even the way you should speak. Every group should focus on using these guidelines to propel them toward the goals they want rather than just let a group decide along the way. Planning from the onset is one of the most important elements in the nature of the game of productivity. For instance, if you set a Rule to ensure that all of you do your work on time, make sure that there is a rule that gets everyone to accept responsibility for their choices should they flout the rule. Here are some possible rules:-

- Finish what you are supposed to do
- Deliver your promises
- Appreciate people who help you
- Be polite
- Notify parents of the results of the study session
- Celebrate victories no matter how small

3. Ensure regular review.

Many teams do not do reviews. If you are part of a study group, you **MUST** do regular reviews. For instance, every week, check on each other to see if you have all done what you are supposed to do. In fact, don't do it as a watchdog – do it as a concerned individual. Honest reviews will allow us to open up what is missing so that you can build a better strategy to act.

4. Remedy anything that doesn't go according to plan.

Remedial action may have a negative connotation, so just think of “remedy”. It means you catch a cold and take a remedy to eliminate the virus. In fact, I think many people have a bad mental virus called laziness. To eliminate the bad habits, all you really need to do is to be aware of the things that are missing or deviations from your desired outcome, and then plan to take corrective steps or even change the way you were striving toward your goals. After all, there's no failure, only a learning experience which you have to use to take effective action again.

5. Celebrate!

Whenever you achieve a success, no matter how small, you still need to encourage yourself and others. A celebration is in order! Give it some thought as to what you need to do to celebrate your victory. It doesn't mean you start a party! But it does mean that you should be able to feel good about what you have done.