

# Collaborative Work Design Examples

**Assignment:** Collaboratively create a slide presentation that references at least six sources and offers a set of recommendations for future research.

- **Individual deliverable:** Annotated bibliography of articles consulted for the project
- **Group deliverable:** Presentation

## Parallel Collaboration

1. Group discusses assignment and develops a work plan: division of labor, number of resources/slides each student will contribute, formatting guidelines, deadlines, methods for asynchronous and/or synchronous communication and work sharing, and process for combining results into a final presentation.
2. Individual students work asynchronously to locate and study potential sources and create annotated bibliographies.
3. Individual students create presentation slides.
4. Students exchange and/or review each others' research findings and slides. Group synchronously or asynchronously discusses ways to combine slides and develop recommendations for further research.
5. Group makes presentation to peers and submits slides for collective grade. Individual students submit annotated bibliographies for individual grades.

## Sequential Collaboration

1. Similar to the parallel process, group discusses assignment and develops a work plan.
2. Group is assigned to brainstorm together about the types of references to include and relevant databases and other research resources.
3. Group is assigned to divide work into different roles. For example, one person locates and summarizes six sources, a second person extracts key points from the article summaries and begins creating slides, a third person drafts an introduction and conclusion for the presentation. Each student works to complete his or her part as agreed and hands it over to the next group member to perform their role.
4. Individual students create unique annotated bibliographies of the presentation's six sources.
5. While the sequential process is underway, students may discuss the work in progress, review parts of the project in development, and develop recommendations for further research.
6. Group reviews and discuss the completed parts and combines them to create the presentation. Individual and collective deliverables are submitted for grades.

## Synergistic Collaboration

1. Group discusses the assignment, time lines, due dates, and expectations. Group plans to meet for one or more work sessions.
2. Individual students complete readings, conduct research, and make other preparations before the work session. Students share research findings before or during meeting. Group may use shared folders and other tools to save research and analyses and make them available to collaborative partners.
3. Group meets to analyze and evaluate everyone's research and findings. They share ideas and brainstorm recommendations for further research. They work together to create the presentation.
4. Using what was learned from collaborating with other group members, students go back and complete individual annotated bibliographies to submit alongside the group presentation.

Adapted by permission of Janet Salmons, from *Learning to Collaborate, Collaborating to Learn* (2019, Stylus)