

Time Keeper

- Decide the amount of time spent on each task
- Make sure the group meets time targets



Quality Checker

- Make sure work meets success criteria
- Make sure all work and discussion is of the highest standard



Facilitator

- Support everyone to do their best thinking
- Check understanding
- Encourage everyone to contribute
- Ensure fairness



Resource Manager

- Collect agreed upon resources
- Ensure all resources are used responsibly
- Return resources to the correct place



Recorder

- Ensure notes are recorded appropriately
- Ensure everyone's ideas are recorded fairly



Team Representative

- Give feedback on the progress of the group
- Communicate with others to exchange information



Questioner

- *Check if any group members have questions*
- *Asks clarifying questions of the group in order to promote their thinking*

