

Read the conversation and fill in the blanks

What would you do if you were in Rashid's place?

Zoe Is everything OK, Rashid?

Rashid Well, I have a _____ with the new project team.

Zoe Oh! What's the matter?

Rashid They're nice people and they're working _____, but there's a serious problem with their teamwork. They're just not working together. They don't share information with each other or try to _____ solutions to problems together. So it means that sometimes two people do the same task, or they _____ a lot of time trying to find information, instead of asking someone on the team.

Zoe I see. That's a difficult problem. Do they know _____?

Rashid Yes. We had a meeting at the beginning of the project where we introduced everybody and everybody could talk to each other.

Zoe Maybe it wasn't enough. Can you do some kind of team-building? Take everyone out for lunch together or go to a café after work? Give them time to get to _____ each other better.

Rashid That's a _____ idea!

Zoe And why don't you have a team meeting morning? Everyone could share information and ask each other questions.

Rashid That might not be a bad solution, but a daily meeting takes up a lot of time.

Zoe Or how _____ talking to them all about their teamwork?

Rashid I don't think that's _____ a good idea. I don't want them to think I'm telling them what to do. It's difficult to decide. I'll think