

Name:

Instructions: Fill in the words from the blanks using the video from this [Achieve3000 article](#). Check your spelling!

Teamwork makes the dream work, or so they _____. In order to work effectively in a group, here are a few things that you should do. Establish the end goal and assign _____ based on everyone's skills. Set the _____ for all group members early on. Create a deadline to keep you on track. Always _____ that everyone's opinion matters, so promote collaboration. Listen and _____ with respect. And resolve any conflicts _____ and fairly. Start And, finally, share in the blame and the _____.