

International teamwork

Introduction

This game was created by co-operation of Jeugdendienst Don Bosco vzw. and the international office. We've made it for the International Training in Benediktbeuern from 13th to the 18th of April 2004.

The game not only aims at training communication skills and working in international teams. It also aims at gaining information on Don Bosco Youth-Net in specific, and Europe in general. Further the game will provide the participants with a lot of ideas/possibilities for other activities. Above all, we want to make the game as active as possible.

Game

Phase 1: Preparation

Every participant receives a portfolio on forehand. This can be a couple of hours, or a whole day on forehand. In the portfolio there are some questions that the participant has to complete individually. The intention is not only to win some time during the game, but also to create some expectations towards the game.

The portfolio asks some personal details and details on the participant's country. These questions can be filled in at forehand. It also contains some questions that can only be answered during the game. So, the portfolio has a leading roll within the game. The better the participant fills in the document, the better his chances become to win. But it's his own responsibility to do so!

Phase 2: Group formation

(20 minutes)

Before starting the real game the participants have to be divided into small groups: 6 groups of 4/5 persons each. We use 3 games to come to this division:

- **YA/HO:** **(8 minutes)**
 - Form a circle with the participants.
 - The exercise starts with a karate blow. Bring your right hand in front of your body. Stretch it out again in a hard blow to your right hand side, and scream: YA !!! Be careful, don't hit your neighbour.
 - First you do this with the whole group together, afterwards you let the blow circle the group as fast as possible.
 - As the blow has circled the group you introduce the next karate technique. You put both hand up, besides your head and scream: HOW !!!

- We let the YA circle the group again. When someone does HOW, the YA will circle the other way round. When the YA changes it's direction, the arm technique does this also. So you have to do it with your left hand.
 - After this you introduce a third technique: HUNDUM !!! You make little circles with your thumb and index finger and places them in front of your eyes (like glasses). When somebody does this, the direction isn't changed, but the next person is skipped.
 - The fourth technique is ANGUS !!! You make the same circles as with HUNDUM, but now you place your arms next to your head (like HOW). Now the direction is changed, and one person is skipped.
 - From here on you can elaborate the game
- **Clapping names** (5 minutes)
 - Form 2 circles.
 - Aim your hand to somebody in your circle, clap in his/her direction and say his/her name. Now that person has to do the same. So he/she claps through a name to somebody. Do this as fast as possible
 - When a person makes a mistake, he has to change from group.
- **Clapping countries** (7 minutes)
 - Form 6 circles
 - The main principle stays the same, but now you have to name the country of the participant, in stead of the name.
 - There is one extra element to be added. The participants have to aim at ending up in a group that is as intercultural as possible.

Phase 3: Working in international teams (90 minutes)

The groups are now divided into 6 international teams. Each team has to complete 6 assignments. For this purpose we use a rotary system. Every group gets 10 minutes per assignment (5 minutes to change). Each assignment is assisted by an instructor.

The assignments aim at communication and teamwork in general. They also serve as a preparation for the next phase. The participants will get information and have to write them down in their portfolio.

The following assignments have to be completed:

- **Don Bosco Youth-Net PR-gift** (10 minutes)
 - Make a design of a PR-gift on paper. You have to include the logo from DBYN, but also elements of the logo's of the team members organisations.
- **International team yell** (10 minutes)
 - Every team member writes down their favourite native word on a post-it. Teach the other team member its pronunciation.
 - Now, try to compose a yell by sticking the post-its in different orders. The one that sounds best becomes your yell.
 - Explain the meaning of the word to the others (, maybe it's a funny combination).

- **Scene from Babylonia** (10 minutes)
 - One person leaves the team for a moment.
 - The others choose an everyday life situation, and make a small scene of it. There's only one special rule: the players have to talk in their own language.
 - The person who left enters again. The rest play the scene. The other person tries to guess the subject of the scene.
 - Afterwards he can make some small adjustments to the scene.

- **Choose your representative** (10 minutes)
 - 9 qualities of a good representative are written on separate balloons, and hung in the air. The participants have marked in their portfolio, which ones they find most important. They mark these on the balloon.
 - Now the team has to discuss and reduce the balloon to 3 (piercing the ones that are less important).
 - When there are 3 left, the team members have to check their portfolio again. They also had to indicate which characteristics they have themselves. The team member with the best resemblance becomes their representative.

- **Siamese team** (10 minutes)
 - The team becomes a Siamese team by hooking in their arms. Now they have become one. More important, they only are left with one simultaneous voice. If somebody wants to say something, everybody else has to say the same at the same time.
 - Our Siamese team has to get some information about DBYN. Whose better to ask then an instructor. Everything has to be asked in English, because this is our working language.
 - The issues that must be asked can be found in the portfolio.

- **So much knowledge, so little time** (10 minutes)
 - During the next phase there will be some questions concerning European youth policy. In the portfolio the team can find the different subjects that will be issued. But on the table there is too much information to learn everything together. The team has to decide who's going to do what. The solutions can be written down in the portfolio.

Coffee break

Phase 4: General Assembly (60 minutes)

The General Assembly is interpreted as a quiz. Because only representatives are seated in the G.A., only the team representatives have a voice in this quiz. The team members can give their representative some back-up, but the one who answers the questions is the representative. In this way the team members will learn to accept to give things out of hands. The winning team of the quiz gets the DBYN-cup and every winning team member receives a medal. By polarising the winner and the losers, we create a starting point for the next phase.

The quiz consists of 5 different rounds. There are 3 knowledge rounds which embrace 2 active rounds. The questions are represented by PowerPoint. Put into the right order, the quiz rounds are:

- **National knowledge** (15 minutes)
 - The teams get a sheet with the general subjects of this round written down.
 - They have 5 minutes to discuss and prepare their representatives.
 - During the quiz itself, the representatives quiz against each other.
 - The representative, whose group screams their team yell fastest, gets the chance to answer the question first.

- **Scene from Babylonia** (10 minutes)
 - Every team presents their scene from phase 3.
 - The representatives of the other teams try to guess the subject of the scene. The one who answers first gets the points.

- **European knowledge** (15 minutes)
 - The necessary information comes from the from the “*So much knowledge, so little time*” assignment from past phase.
 - Every group gets a separate question. These questions dig deeper into the knowledge concerning European youth policies, documents and organisations. The groups get 5 minutes to prepare their question. After the preparation the representative gives the answer.
 - When some important details are missing, the other groups get a chance to correct or complete the answer.
 - The answer is also prepared in PowerPoint by the quizmaster. After the answer the quizmaster overruns the right answer again.

- **Making the PR-gift** (10 minutes)
 - Every team gets a couple of minutes to make a prototype of their design. They can use the materials that are available.
 - Afterwards the representatives have to present the prototypes.
 - The best one gets the points.
 - When there’s a lack of time, this part can be:
 - Simplified: The representative only has to present their design.
 - Left out: The scene from Babylonia will be played in 2 rounds. The second part replaces this one.

- **DBYN knowledge** (10 minutes)
 - The necessary knowledge is gathered during the “*Siamese teams*” assignment. During this assignment, 6 questions had to be asked. Now these questions are asked back to the teams. Every team gets one question, which they must answer “Siamesely” in full sentences.
 - The pictures of the answers are projected by PowerPoint.

Phase 5: Evaluation

(30 minutes)

This is the most important phase of the game. Here we want to give feedback on what we have done during this game. We will focus mainly on the issues representation, communication and team work.

The evaluation consists of 3 stages.

- **Experiences** (10 minutes)
 - Evaluation with the whole group
 - First impressions
 - Letting off steam
 - So no judgements, opinions or facts
 - Only feelings
 - Linking with reality of DBYN
 - Searching for reality in the game

- **SWOT** (10 minutes)
 - SWOT analysis of reality in game:
 - Communication
 - Working in international teams
 - Winners focus on
 - Strengths
 - Threats.
 - Losers focus on:
 - Weaknesses
 - Opportunities

- **Plenum** (10 minutes)
 - Bringing results together
 - Write them down on big sheets of paper
 - Questions: Which results are interesting?, What did you learn?, What if ...?, What happens further?, etc.

Material

Questions

9 qualities of a good representative

Language skills Communicative Openness

Dynamic Appearance Teamplayer

Empathy Enterprising Know-how

Siamese teams/DBYN knowledge

- Which former staff member of Don Bosco Youth-Net likes to dress like a woman?
 - David
- Which partner thinks his foot plays a central role within DBYN?
 - Michael Blazic, Slovenian volunteer
- Where and when did DBYN get a birthday cake?
 - Bollington, October 2003
- What is the sound of Haggis being pricked open?
 - Ppppppprrrrrrrrffffftttt...slllllobslbolosb
- What is the name of Bollington's national monument?
 - White Nancy
- Who can play one song that lasts an hour?
 - Guido

National knowledge

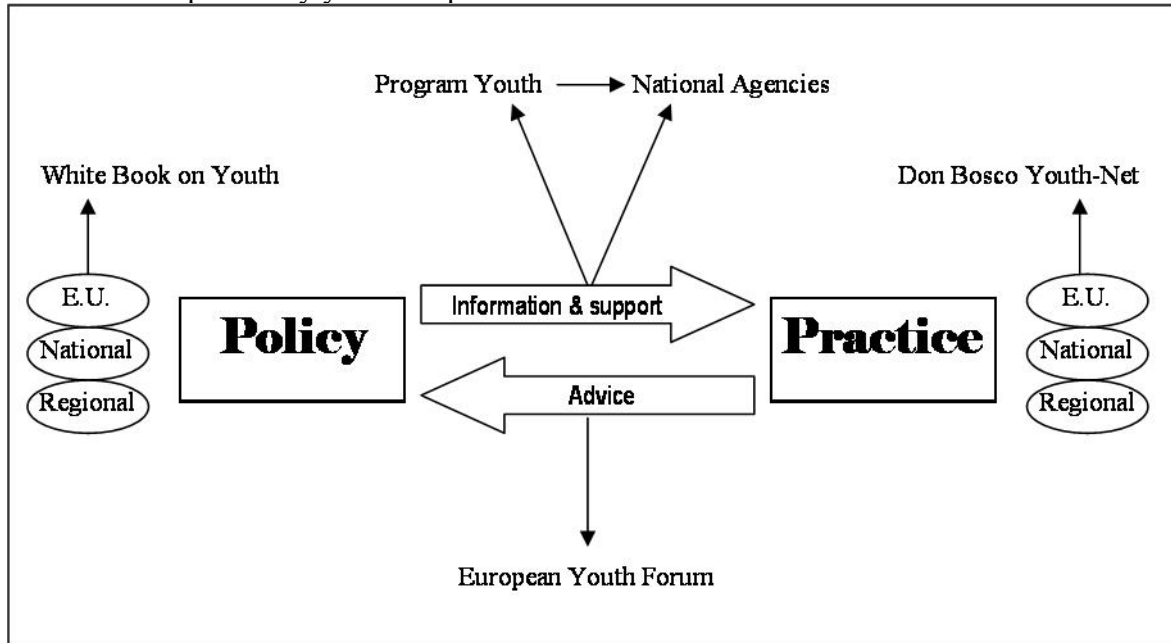
From each of the following themes, 3 pictures or audio samples will be given:

- National monument (Belgium, Slovakia, Spain)
- National Soccer shirt (Italy, Poland, The Netherlands)
- National hymn (Germany, Malta, Austria)
- Flags (Malta, Slovenia, United Kingdom)
- National dish (Germany, Spain, United Kingdom)
- Map of country (Austria, Belgium, Poland)

So much knowledge, so little time/European knowledge

- **Organigram Youth - Europe**

- Question: Place the following documents and organisations on the right spot in the organigram: White book, National Agency, Program Youth, DBYN, EYF. Explain why you have put them there.



- **White book on Youth**

- Question: The European Commission White book suggests a new framework for cooperation in the field of youth. What are the main aspects to this new cooperation framework?
- Answer: Concerning specific Youth policies (Participation, information, voluntary service), concerning Youth in other policies (Education, lifelong learning, mobility, autonomy, employment, social integration), concerning Program Youth (support, stimulation)

- **National Agency**

- Question: What is a National Agency. What is its function?
- Answer:
- It brings in to practice and supports the Program Youth. It also has own activities : seminars, training, ...

- **Program Youth**

- Question 1: Hanna is a Swedish 20-year old girl. She wants to do voluntary work for 8 months in Spain. She would like to work with social-disabled children. She heard about a certain program within the European Union/Commission on which she can rely for support.
 - Can you tell us more about it?
 - What kind of program does she mean?
 - What does she has to do for it?
 - Does anyone else has to do something?
 - Who is involved in it?

- What will be the result?
- Question 2: Through out the years several youth organisations set up different youth initiatives with and between each other. These commune activities stimulated them to come to a closer cooperation in which the link between each other is stressed. After some study work by one of the co-ordinators of the organisations they know that Europe supports such kind of networking.
 - What kind of program/action are we talking about?
 - What does it consist of?
 - Make a short project description of it on the basis of the 3 questions below:

Part V. Project description

1. Context and motivation

Please explain:

*how you came up with the idea of this project,
why you are willing to do it.*

2. Objectives

Please describe what you expect to achieve with this project

3. Beneficiaries

Please explain:

*who will benefit from the project (target groups, sectors etc.),
if and how you plan to ensure an impact on your local community*

- Question 3: A youth organisation from Slovakia wants to do an exchange with 3 other youth organisations (from Belgium, Spain and Ireland). The exchange would take place in Slovakia during the 2nd week of August 2005 and takes 7 days (including 2 days of travel). All together they will be with 36 people: 32 youngsters (8 from each country) and 4 leaders (1 from each country). The average airplane tickets cost 250€. Train tickets for the Slovaks cost 50 € together. They will do no advance planning visit.
 - What kind of action of the youth program are we dealing with here?
 - Which is the last application deadline?
 - Fill in the grant calculation for this project taking into account the necessary information above.

Part VI. Grant request

All items in euros

For further information please see the annexed overview of the funding rules and the fixed amounts / flat rates set out by your National Agency.

Please fill in only one section (A, B, or C) below.

	Amount requested from the YOUTH programme	Amount granted (to be filled in by the National Agency or the European Commission)
A. Sending organisation / group (bilateral and trilateral projects)		
Travel costs (70% of actual costs)		
Advance planning visit (actual costs + flat rate)		
Preparation of participants and activities (fixed amount)		
Exceptional costs (actual costs) – if applicable		
Total grant for the sending organisation / group		

B. Host organisation / group (bilateral and trilateral projects)		
Preparation of activities and participants (fixed amount)		
Activity costs (fixed amount + flat rate)		
Exceptional costs (actual costs) – if applicable		
Total grant for the host organisation / group		

C. Coordinating organisation / group (multilateral projects)		
Travel costs (70% of actual costs)		
Advance planning visit (actual costs + flat rate)		
Preparation of participants and activities (fixed amount)		
Activity costs (fixed amount + flat rate)		
Exceptional costs (actual costs) – if applicable		
Total grant for the coordinating organisation / group		

Total grant requested from the YOUTH programme		
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Signature of the legal representative

Name in capital letters :

Place, date :

Signature :

Calculation of grant request

All items in euros

Travel costs (young people and group leaders)					
<i>Please note that only cheapest means of transport and fares are subject to reimbursement (APEX airfare, 2nd class train ticket, etc.).</i>					
Organisation/group	Number of persons	From	To	Means of transport	Costs
<i>TOTAL</i>					

Advance planning visit – actual travel costs					
<i>Please note that only cheapest means of transport and fares are subject to reimbursement (APEX airfare, 2nd class train ticket, etc.).</i>					
Organisation/group	Number of persons	From	To	Means of transport	Costs
<i>Subtotal</i>					

Advance planning visit – flat rate calculation					
Organisation/group	Number of persons	Venue	Number of days	Flat rate per day	Total
<i>Subtotal</i>					
<i>TOTAL ADVANCE PLANNING VISIT</i>					

Activity costs – flat rate calculation (young people and group leaders)				
Country	Number of persons	Number of days	Flat rate per day	Total
<i>TOTAL</i>				

Exceptional costs (if applicable)	
<i>Please consult the annexed overview of funding rules for exceptional costs as defined in the User's Guide.</i>	
Specification	Costs
<i>TOTAL</i>	

Portfolio

List of materials

Portfolio's for each participant

Balloons

Markers, pens, pencils,

Paper (normal and big sheets), Post-its

Manual materials

Information copies: Programme Youth, White Book, info organigram, info NA's

PowerPoint presentation quiz, questions

Laptop, Beamer

A big room, tables, chairs