**The SPARK Method Case Study**

|  |  |
| --- | --- |
| **Course Title**  | **Flawless Project Management with the SPARK Method** |
| **Course Learning Goals** | 1. Know where to start with Project Management, communicate and cooperate effectively.
2. Know how to lead a team.
 |
| **Case Study Check List Area** | 1. “K” - Know and Practice Leadership Values.
 |

****

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Case Study Section Title | Task Description | Training Lesson Completed | Case Study Task Completed | Tested on a Real Project | FeedbackGathered | Wrote Comment How It Worked |
| “K” – KNOW THE REAL LEADERSHIP VALUES**Live with True Leadership Values Every Day** | 1. **Create a Social Contract with your team as one of the basic practices to implement trust in your team.**
 |
| * 1. Download xMind and Excel templates.
 |  |  |  |  |  |
| * 1. Copy it to your folder for the future projects.
 |  |  |  |  |  |
| * 1. Perform Social Contract with your team.
 |  |  |  |  |  |
| 1. **Organize 1-on-1 sessions to:**
 |
| * 1. Provide and get feedback and expectations from your team members.
 |  |  |  |  |  |
| * 1. Practice to speak last. Switch off your own ego!
 |  |  |  |  |  |
| 1. **Organize at least two, short, 5-10-minute meetings to give immediate positive feedback. Praise your team members!**
 |  |  |  |  |  |
| 1. **Organize at least two, short, 5-10-minute meetings to give constructive feedback. Criticize situation not the person! Help to your team members to grow.**
 |  |  |  |  |  |
|  | 1. **Organize retrospective with your team members**
 |
|  | * 1. Collect answer to the question: “What went well?”
 |  |  |  |  |  |
|  | * 1. Collect answer to the question: “What didn’t go well?”
 |  |  |  |  |  |
|  | * 1. Collect answer to the question: “What puzzles us?”
 |  |  |  |  |  |
|  | * 1. Take actions to your backlog / WBS and make retrospective integral part of your system.
 |  |  |  |  |  |
|  | 1. **“Values are not only your own, but also VALUES YOU WALK PAST”.**
 |
|  | * 1. React instantly on gossip and say that that is not something we want to have in our team.
 |  |  |  |  |  |
|  | * 1. React when someone is treated badly.
 |  |  |  |  |  |
|  | * 1. React if someone is asking for a help even if it is not in your own team.
 |  |  |  |  |  |
|  | * 1. Write down your experiences.
 |  |  |  |  |  |