**COLLABORATIVE GROUP ACTIVITY
PLANNING TEMPLATE**

**I. Formation of Groups:**

**II. Role Assignments:
Checker/Timekeeper:**

 **Materials Manager:**

 **Recorder:**

**Encourager:**

**Reporter:
Traveler:**

**Other:**

**III. Task:**

 **IV. Time Limit:**

**V. Social Skill/Habit of Mind:

VI. Processing:
*Questions for team and individual reflection***