**TEAM NAME:**

**Names and Roles of Group Members:**

|  |  |
| --- | --- |
| **Leader:**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Communicator:**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **The leader will explain the instructions to the group, make reading assignments to all, suggest answers and make sure all members participate.** | **The communicator will carry out a reading assignment, suggest answers and will speak for the group.** |
| **Recorder:**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Manager:**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **The recorder will carry out a reading assignment, suggest answers and write down the answers for the group on this worksheet.** | **The manager will collect the reading information, carry out a reading assignment, suggest answers and keep the group on time.** |

**Worksheet will be completed by**: (time)

**Instructions:**

1. The team Recorder should write in the team name and assigned team roles on the top of this worksheet. The time for worksheet completion should also be filled in the box above.
2. The Leader should review the group roles above with the group so all are clear on their assignment duties.
3. As a group, review the *Mission to Mars*: Team Roles and the *Mission to Mars*: Behavior Expectations for Videoconferences listed in this handout.
4. The Manager should collect one of each of the informational handouts for the group.
5. The Leader should review the questions that need to be answered with the group and assign each team member to read a handout to look for these answers. The questions are found at the end of this handout and they should be written on a separate piece of paper.
6. As the answers are found, they should be communicated to the group. The Recorder will write the answers down. The Communicator should double-check the Recorder to make sure the answers are written completely.
7. The Leader should make sure each team member is working and contributing.
8. The Manager will keep track of time and remind the team of the approaching deadline.
9. After completing the general information questions about the Jet Propulsion Laboratory (JPL), team members will create a list of questions they would like to ask a NASA expert. These questions may be specific to the Jet Propulsion Laboratory or be more general questions relating to the expert’s background or career. The questions should be appropriate.
10. As a group, the questions should be prioritized, or listed in the order of importance to the group. The Communicator will be asking the question for the group during the mock videoconference. You may wish to practice this in your group if you have time.
11. After compiling a list of questions for the expert, each group member should write down two questions to ask the expert from JPL on an index card. This index card will be saved by the teacher and brought along on the *Mission to Mars*. Be sure your name is on the index card.

***Mission to Mars*: Team Roles**

The *Mission to Mars* will take place with students serving on teams with the following roles:

**LEADER:**

* Helps team members understand the tasks/instructions
* Assures the active participation of all team members
* Contacts the Teacher/Facilitator
* Handles school introductions

**COMMUNICATOR**:

* Relays all relevant verbal communication between MSI and CLC
* Makes sure the group has notes, diagrams, etc.
* Organizes and summarizes all oral reporting
* Summarizes main points to build consensus within the group for

decision making

**RECORDER:**



* Organizes all written communication necessary on site
* Delivers/sends written communication
* Accurately records all mathematic calculations
* Helps group to complete tasks on time

**MANAGER:**



* Keeps the team on schedule/timekeeper
* Makes sure that the group has and makes use of resources

appropriately

* Inventories materials and resources
* Obtains and returns resources and materials

***MISSION TO MARS* Behavior Expectations for Videoconferences**

1. **Be on your best behavior**

* Everything you say is being heard by everyone
* Give your school a good reputation. Ask appropriate questions.

1. **Participate**:

* Participate! Participate! Everyone participate!
* Use loud voice level with the other school or the NASA expert.
* Use a low voice level with your team members.

1. **Pay attention**:

* Pay attention to what each speaker says.
* Time is running out! Listen to directions the first time.

1. **Be respectful**:

* Be respectful to NASA experts, teachers and all students.
* Remain quiet while others are talking.
* If you are acting right then others will act right.

1. **Follow directions**:

* Time is limited make the best of it.
* Every minute counts so stay on task! We want to complete the mission.

1. **Take responsibility**:

* Ask for clarification.
* Ask for directions to be explained in a different way.
* Ask the speaker to slow down or speak more loudly.

1. **Be prepared**:

* Be ready to present!
* Have information ready to go.
* Keep your presentation brief and to the point.

**Questions for the Group to Answer**

1. Where is NASA’s Jet Propulsion Laboratory located and which university oversees it?
2. In two or three sentences, describe how JPL originally was started.
3. What was the name of the spacecraft built by JPL that launch the United States into space exploration for the first time? What discovery did that spacecraft make?
4. Which JPL spacecraft is credited for visiting the most planets?
5. Which comet did the Deep Impact mission interact with?
6. Name two instruments used in the Earth Observing System program. What does each instrument do?
7. What is the goal of NASA’s Great Observatories Program? List two devices used in this program.
8. On another piece of paper, list three people who work at JPL, their job title and a brief description of what they do.
9. **Questions for NASA Experts:**

List at least 10 questions that you would like to ask an expert at the Jet Propulsion Laboratory. You may direct them towards specific experts from one of the handouts or a more general question towards any expert that works at NASA. Place the questions in order of importance to your group. The Communicator should practice asking these questions.

1. **Questions about videoconferencing and/or the *Mission to Mars*:**

List other questions that you have about videoconferencing and/or the *Mission to Mars*

1. **List two questions on an index card for the JPL Expert.** Be sure to put your name on this card and turn it in to your teacher. Be sure that the questions are appropriate.