

Group role assignment

Filled example for a three-student campus food-waste presentation. All students research, draft, review, and present. Status below is a planning example.

Student	Responsibility	Deliverable	Deadline	Status	Reviewer
Maya	Coordination and argument	Brief, outline, context research, recommendation	Days 1, 5, 7	Not started	Jordan
Jordan	Evidence and citations	Options research, source register, citation review	Days 4, 7, 9	Not started	Elena
Elena	Slide design and submission	Comparison research, master deck, export and upload	Days 4, 8, 13	Not started	Maya

Workload check

Include research, writing, design, citation review, and submission effort when comparing responsibilities. Time each speaker during rehearsal.

Review cycle: Jordan checks Maya's work; Elena checks Jordan's work; Maya checks Elena's work.

Example question: How Can Universities Reduce Campus Food Waste?

Your group role assignment

Fill in the assignment topic and deadlines together. Give every deliverable one owner and one review partner.

Assignment topic _____ Presentation date _____

Student	Responsibility	Deliverable	Deadline	Status	Reviewer

Communication channel _____

Agreed reply window _____

Next group review date _____