

# The Team Canvas Basic

Version 1.0 | English | [theteamcanvas.com](http://theteamcanvas.com)

Most important things to talk about in the team to make sure your work as a group is productive, happy and stress-free

**TEAM NAME** \_\_\_\_\_ **DATE** \_\_\_\_\_

<p><b>PEOPLE &amp; ROLES</b></p> <p>What are our names and the roles we have in the team?</p>	<p><b>VALUES</b></p> <p>What do we stand for? What are guiding principles? What are our common values that we want to be at the core of our team?</p>
<p><b>GOALS</b></p> <p>What we want to achieve as a group? What are our key goals that are feasible, measurable and time-bounded?</p>	<p><b>PURPOSE</b></p> <p>Why are we doing what we are doing in the first place?</p> <p><b>RULES &amp; ACTION POINTS</b></p> <p>What are the rules we want to introduce after doing this session? How do we communicate and keep everyone up to date? How do we make decisions? How do we execute and evaluate what we do?</p>