

Reader

Read the task card to everyone in the group.

Make sure that everyone can hear you.

Clarify any questions your group may have about the activity.



Checker

Double check any calculations that are needed during this activity.

Make sure that all the resources are replaced once you are finished.



Manager

Introduce the topic to your group.

Distribute resources.

Keep an eye on the time as you work through your activities.

Tell the recorder what to write.



Recorder

Write down what the manager tells you to write.

Write clearly – someone else has to read it.



