

# Project Characteristics

Symptoms of conflict	Y/N	Comment
• Absenteeism.		
• Complaining.		
• Gossiping.		
• Holding information that should be shared.		
• Hostility.		
• Not attending meetings.		
• Not completing agreed deliverables.		
• Not responding to requests.		
• Verbal aggression and abuse.		

Low Conflict/High Performance Characteristics	Y/N	Comment
• Effective communication by all team members.		
• Teamwork to achieve mutual goals.		
• Common sharing of achievements.		
• Common sharing of not meeting goals.		
• Team members help each other.		
• Team is able to deal with conflict.		
• Mutual respect of all team members.		
• Understanding of project roles and responsibilities.		