Guidelines for Group Writing

- Acknowledge or elect a leader
- Acknowledge or examine group members' strengths
- Strategize through primary collaboration
    - Make a thorough outline
    - Assign the writing based on knowledge areas
    - Give firm deadlines
    - Use dialogue and leadership to overcome and prevent conflict
- Write interactively
    - Revise the document so that everyone has input
    - Meet regularly
    - Give feedback to members, evaluate
    - Revise numerous times
- Address conflict
    - Use leadership
    - Use dialogue
    - Create and apply an evaluation system