

Deciding on team size

- Small teams tend to work faster and be easier to manage and coordinate. If the project is relatively small and of short duration, consider choosing a smaller team of 3 or 4.
- A small team may lack the full range of expertise or team skills, including the creativity to produce good ideas. It can be vulnerable if one member drops out, falls ill or doesn't pull their weight.
- Large teams (e.g. of 6–8) can generally cope with larger projects. For example, they can generate more ideas, get more work done, collect and analyze more data, do more background reading. They can also cover for missing or under-motivated members.
- Large teams can be very difficult to organize. It can be particularly difficult to pull the work of a large team together, e.g. a team report or presentation. Larger teams need more structure, more formal meetings and clearer roles for each individual.

Adapted from G. Gibbs (1994), *Learning in Teams: A Student Manual*, Oxford, Oxford Brookes University, Oxford Centre for Staff, p. 9.