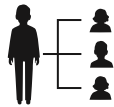


Manager



Their role is to:

- make sure everyone understands
- keep the group on task
- be fair
- ensure the work is completed and decisions are made.

Reporter



Their role is to:

- share the findings of the group with others
- speak clearly and confidently
- read through and organise their ideas.

Encourager



Their role is to:

- make sure everyone joins in
- reward and praise people
- be positive
- increase the confidence of the other group members.

Recorder



Their role is to:

- record the ideas of the group
- suggest ways of wording ideas
- read through and check work
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