**Cooperative Group Role Cards**

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| **LEADER**   1. Makes sure that every voice is heard. 2. Focuses work around the learning task.   ***Sound bites:***   * *Let’s hear from \_\_\_\_\_ next.* * *That’s interesting, but let’s get back to our task.* | **RECORDER**   1. Compiles group members’ ideas on collaborative graphic organizer. 2. Writes on the board for the whole class to see during the presentation.   ***Sound Bites:***   * *I think I heard you say\_\_\_\_\_\_; is that right?* * *How would you like me to write this?* |
| **TIME KEEPER**   1. Encourages the group to stay on task. 2. Announces when time is halfway through and when time is nearly up.   ***Sound bites:***   * *We only have 5 minutes left. Let’s see if we can wrap up.* | **PRESENTER**   1. Presents the group’s finished work to the class.   ***Sound bites:***   * *How would you like this to sound?* |
| **ERRAND MONITOR**   1. Briefly leaves the group to get supplies or to request help from the teacher when group members agree that they do not have the resources to solve the problem.   ***Sound bites:***   * *Do you think it’s time to ask the teacher for help?* * *I’ll get an extra graphic organizer from the shelf.* |  |