

# Team Reflection

Team Name: \_\_\_\_\_ Date: \_\_\_\_\_

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## Part 1 – Sales Process Reflection

1. How did our team handle sales and orders this week?

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2. What went well in the sales process? *(list at least 2)*

- \_\_\_\_\_
- \_\_\_\_\_

3. What challenges or problems did we face?

- \_\_\_\_\_
  - \_\_\_\_\_
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## Part 2 – Customer Feedback Review

1. What feedback did we receive from customers?

- \_\_\_\_\_
- \_\_\_\_\_

2. Was the feedback mostly positive, negative, or mixed?

- Positive     Negative     Mixed

3. How can we use this feedback to improve our process or product?

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**Part 3 – Action Steps for Next Time**

List 2-3 specific things your team will do differently or keep doing based on what you learned:

- 1. \_\_\_\_\_
  
- 2. \_\_\_\_\_
  
- 3. \_\_\_\_\_

Team Members' Signatures:

_____	_____
_____	_____
_____	_____