

# The Power of Collaboration



When two or more people work together on a writing project, they are collaborating. It takes teamwork to collaborate. Now I don't want you to think I don't believe in the *Power of One*, because I do. It takes both, the *Power of One* and collaboration with others, to be an effective writer or editor. In the past, collaboration was usually face-to-face, on the telephone, or using snail mail to communicate with one another. Now technology gives us computers, notebooks, tablets, and smartphones to collaborate over the world.

My writing customers live throughout the United States. We collaborate on their writing projects. Each individual brings their unique talent to the project. We set priorities and encourage one another. We use various software tools to share information with one another.

Cloud collaboration allows us to work individually or together on documents and other data that are stored off-premises. We use a cloud-based platform to share, edit, and work together on projects. Asynchronous collaboration is used when participants work separately on a project. Synchronous collaboration is used when writer and editor work on a project simultaneously and communicate in real time as they work.

Collaboration is used to generate creative ideas, develop strategies, and make decisions. The writer and editor work together to jointly produce a desired outcome. It is the editor's responsibility to work toward maximizing the potential benefits of collaboration. It is the writer's responsibility to evaluate the editor's suggestions and decide on a course of action.

The potential benefits of working together on a project to create or produce an outcome include:

- Building awareness of interdependence.
- Making effective use of individual talents.
- Inspiring writer and editor to greater heights of accomplishment.
- Reinforcing recognition and mutual support.
- Leading to mutual commitment to achieve desired outcomes.
- Raising individual and team effectiveness and efficiency.
- Improving listening and feedback skills.
- Learning to respect each other's capabilities.

*When you get stuck, ask for help!*

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