

- Consider project complexity, time constraints, and available budget while deciding on a team's structure.
- Take into account the development task scope to accurately define the roles needed to complete the project.
- Build teams small enough (4–8 people) to recognize the personal contribution of its members.
- Evaluate the candidate's qualifications, experience with your software domain and industry, rate and workload expectations, and interests to select a perfect match.
- Interview the candidates to check their backgrounds and soft skills.
- Pick up a diverse set of informal roles for your team (an intellectual leader, a social leader, idea generators, critics, doers) to help them cooperate more efficiently and resolve project challenges.
- Use project management software and take advantage of its routine automation features.
- Update documentation in parallel with development.
- Implement knowledge management software for convenient document storage, filtering, and real-time collaboration.
- Use collaboration apps for instant messaging and group discussions (choose the ones where it is easy to find necessary information).
- Conduct team meetings on a regular basis (daily and weekly).
- Include all team members in the communication process.
- Write an escalation policy for the resolution of conflicts.
- Set up a KPI-based control framework to quickly spot teamwork inefficiencies.
- Revise and adjust the KPIs regularly to foster continuous performance improvements.