Team Building I

Module 1- Introduction

- What is a Team?
- What is team productivity?
- Types of teams
- The traditional, self-directed and virtual teams
- Characteristics of Teams

Module 2 – Productivity in Teams

- Characteristics of Productive Teams
- How to get the best productivity for self?
- Impact of your contribution on the team productivity
- Skills to adopt for productivity enhancement
- Avoiding some common errors

Module 3– Stages Of Team Development

- Understand the stages of Team Development
- Stage 1- Forming
- Stage 2- Storming
- Stage 3- Norming
- Stage 4- Performing
- Stage 5- Adjourning
- Understand your role as a leader in all these stages
- Understand your role as a follower in all these stages

Module 4- Skills Required For Team Development

- Understand the cycle of success
- Goal setting and goal focus for success
- Understand the skills of Communication
  - Positive vs. negative communication
  - Exerting Control over your conversation
  - Managing emotions
  - Sharing Feedback
- Planning for productivity

Module 5- Relationship Building & Performance Management

- Interpersonal Relationships
- Conflict Management
  - Creating and sustaining positive emotions
  - Understand how to handle differences in the team
- Characteristics of High Performing Teams
  - Staying in the zone of Productivity
  - Reasons for low performance
  - Consistency in performance