



Teambuilding

Course Overview:

Teams are necessary within any organization in order to generate ideas, formulate strategies, carry out plans, and complete projects. Therefore, Indaba has created a course on Teambuilding because solid team practices must be integrated into your organization for success.

Through Indaba's course on Teambuilding, you'll learn from the ground up how to effectively implement teamwork into your workplace. The sessions take participants through the process of how to formulate a team strategy, build a solid team, and how to run effective team meetings. The course outlines team member's roles as well as how to achieve team cohesion and develop a cooperative team environment. Not all efforts are suited to teamwork. This is why employees and management will learn what the various advantages and disadvantages of teams are, as well as when or when not to use teams.

The tips and tactics provided will guide the team leader and team members toward fulfilling their responsibilities, as well as providing them the impetus to recognize the value of cognitive diversity and the necessity of an intellectually diverse team. The Teambuilding course will also teach how to choose the right person for the right job, hold individual team members accountable for their deliverables, and how to keep a team on track through even the most trying of times. Teams will be able to debate respectfully and dissolve personal disputes. Ultimately by implementing the lessons and knowledge from the Teambuilding course, your team can reach peak performance.

Features and Benefits:

- Employees and Management will be taught how to build a solid team from the ground up and how to choose the proper team members in order to ensure cognitive diversity and an effective team.
- The teambuilding course details the proper procedure for conducting team projects and meetings from when team members are first selected until the close of the team meeting through to the after action review.
- The teambuilding course offers widely accepted psychological models to get employees and management to understand the underlying mechanics of teamwork and ultimately how to drive the team to success.
- Save time and money with effective team practices. The Teambuilding course teaches how to run efficient team meetings with minimal time spent by use of a team facilitator, leader, note takers, team member roles, and specific team meeting guidelines.



Teambuilding

- Most reasons for team problems revolve around communication issues. Therefore, the teambuilding course emphasizes the use of several different communication methods to alleviate and avoid communication issues that tends to occur during teamwork.
- The Teambuilding course also educated team members how to avoid common pitfalls such as groupthink, ethical and legal constraints, contractual constraints, etc, which can save your organization from costly mistakes and time wasted.
- Teams are a necessity in today's workplace, therefore, Indaba's course on Teambuilding will teach how to integrate solid team practices to ensure the team is cognitively diverse and producing the best results.

eTraining Methodology:

Through eTraining, you can learn **when you want**. You decide the time. There are no classes to attend meaning you can learn around your schedule at your own pace.

You can learn **how you want**. All eTraining courses are taught in three different formats: audio, video, and written formats. This gives you the ability to learn in the format that is best suited for your individual learning style, or you can even pick a combination of all three: audio, video and written. The course comes complete with activities, white papers, scripts, online quizzes, and a final exam to ensure full comprehension of the course material.

Learn **where you want**. With leadership development eTraining, you can take this course at your desk, at home during quiet time, while exercising, or when you are traveling. We call this flexibility: **My Way, My Place, My Pace**.

The Indaba No Risk Guarantee:

Take 30 days to study, learn and benefit. If you are not impressed simply call our office for a full, no questions asked refund. We are this confident that you will love our programs!

Teambuilding Course Highlights:

- Session 1: Introduction
- Session 2: Types of Teams
- Session 3: Advantages and Disadvantages of Teams
- Session 4: Roles in Team Development
- Session 5: Phases of Team Development
- Session 6: Critical Factors in Team Development – Part 1
- Session 7: Critical Factors in Team Development – Part 2
- Session 8: Critical Factors in Team Development – Part 3



Teambuilding

Session 9: Critical Factors in Team Development – Part 4

Session 10: Team Motivation

Session 11: Motivation Activities

Session 12: Maslow's Hierarchy of Needs or Pyramid of Motivation, Teams and Change, and Additional factors for Team Success

Session 13: Selecting the Best Team Members to Ensure Cognitive Diversity
Balancing Skills and Edward de Bono's Six Hats Theory

Session 14: Managing Team Meetings

Session 15: Problem Members – How to Manage and Leverage Them

Session 16: Navigating Teams Through Difficulty – Pitfalls of teams and reasons teams fail

Session 17: Decision Making and Teams

Session 18: Measuring the Success of Your Team and Weaving Teambuilding into Your Organization