Effective Team Building & Teamwork – Essential Soft Skills for Corporate Success

Skills & expertise to help you increase your knowledge in the field of essential soft skills

TLC

Education & Training
Services Proposal

About the Workshop

Teamwork and team building are considered as an important soft skills in the workplace today. When team members value each other's strengths, they more effectively relate to one another, avoid potential conflicts, boost group cohesion and create positive dialogue. Remember that the most effective team leaders build their relationships of trust first. There are much more that we will be covering in this workshop.

"Teamwork" and "team-building" are two significant aspects for any company to function efficiently and maintain a good company culture to achieve organizational success. Many people think they are the same, but no, they are. Today we will learn about the difference between these two terms and their relevance in a work environment.

It is easy for employees to get confused with both terms because they are similar yet comes with distinct concepts. If teamwork focuses on the functioning of groups, team-building means the formation of the groups.

To achieve great performance and success from your workers it is vital for both to function parallelly. When people work together as a team, it helps to increase the effectiveness of work and garners employee engagement opportunities. We will covering all necessary practices to build effective teams and team building process.

Course Highlights

Critical thinking can be seen as having two components: 1) a set of information and belief generating and processing skills, and 2) the habit, based on intellectual commitment, of using those skills to guide behavior. It is thus to be contrasted with: 1) the mere acquisition and retention of information alone, because it involves a particular way in which information is sought and treated; 2) the mere possession of a set of skills, because it involves the continual use of them; and 3) the mere use of those skills ("as an exercise") without acceptance of their results.

About the Workshop Facilitator

These workshops will be imparted by an experienced passionate trainer with 25+ years of career experience conducting education and training services both locally and internationally. Our facilitator have worked for local and international technology leading organizations from technology hands-on to C-level positions. These organizations

includes IBM, Fujitsu, ICL, Si3 where he served different portfolios like Advisory IT Specialist, Country Systems Product Manager, Enterprise Business Development Manager, Client Technical Architect, VP IT Infrastructure, Director Technology

Deliver Services and COO. These workshops are unique in

a sense because it is going to be delivered by a professional managing 250 plus technology and business professionals at one time, interfaced with entry to enterprise business industry-wide

customers, earned respect throughout of his career, successfully delivered large turned key projects under extreme and stressed time lines, developed 500 plus professionals who are currently working in different top 10 computer vendor organizations and in various local and international organizations.

Apart from various industry professional certifications, he is one of the few Pakistani who has co-authored and contributed in 10 IBM Redbooks, developed seven-times IBM AIX operating system certification exams, a part of teams developed IBM AIX 6 and 7 courseware's. He has also designed and developed 20 plus professional courseware's based on Storage and Digital technologies, Enterprise Architecture, Information Security, Cybersecurity, Industry 4.0, Essential Soft Skills.

Workshop Contents

- A 20 minute **ACTIVITY** based on measuring STRESS level of employees during Pandemic.
- The difference between Teamwork & Team Building – An important aspect to understand.
- What is TEAM acronym for and a simple definition.
- Key steps for developing and maintaining an effective Team
- Factors that develop synergy among the Team.
- Key Teamwork Skills – Interpersonal, Self and Project Management.
- Integral components for building a successful Team.
- Key objectives of Team Building – Boost Morale, Increase Employee Retention, and Improve Employee Engagement.
- What is Teamwork and effective Teamwork guidelines.
- Key objectives of Teamwork – Problem Solving, Encourage Cooperation, and Improved Team Productivity.
- Steps to Building an Effective Team.
- Top 11 benefits of Teamwork in Workplace.
- Groups and Teams Contributions to Organizational Effectiveness.
- Groups and Teams as Motivators and types of Groups and Teams in an Organization.
- Keys to effective Self-Managed teams.
- Lessons Learned about Teamwork from Covid-19 – The Future of Work is Changing.
- Advantages of small and large groups.
- Five common Teamwork challenges every Team encounter.
- How to solve team problems?
- Teamwork— Promoting Group Problem Solving.
- Things that you need to avoid towards team building.
- Planning team building and Identifying team needs.
- Reasons why Teams fails and how you can prevent it.
- What you can do to keep your Teams from failing.
- Team Effectiveness Assessment – How good is your Team?
- How good are you and your Team at Teamwork and Team Building? A 30 minute **ACTIVITY** .

- The 4 most effective ways Leaders Solve Problems towards Team Building.
- Measuring the productivity of teams with a vision to grow?
- 7 C's to build a Winning Team.
- What to search first in people when building up a successful teams – Summary.
- Workshop Assessment.

Conclusion

While there is a visible difference between teamwork and team building, one cannot exist without the other. To build successful teams, you need to recruit people who complement each other's differences and engage in activities which boost qualities like communication, cooperation and collaboration.

Teams may be portrayed as effective work groups whose effectiveness rests in the degree of motivation, co-ordination and purpose and whose synergy produces an energy and creativity which beyond them as individuals.

Detail Information

Course Code   : TN305

Module Duration   : 1 Day

Course Location   : TLC, Customer On-site and Online (Zoom).

T&C   :100% payment in advance.

Course Deliverable   : Comprehensive Student Guide and Workshop Certificate.

Course Fee   : Available on request

For additional information, please write to us at: info@tlcpak.com

An outsider's perspective can bring unexpected value to your organization