



corporate training options

## **Team Building**

### Overview & Learning Outcomes

Upon successful completion of this course you should be able to:

- identify the differences between a group and a team
- incorporate tips for becoming an effective team leader
- explore behaviour styles and monitor the effect that each style has on team development
- develop techniques for promoting open communication, team engagement, and productivity
- benefit from facilitating both individual growth and team growth to attain shared outcomes
- workplace and management

### Prerequisites

There are no pre-requisites for this course.

### Duration:

1 Day

### Courseware:

High quality learning materials are available for purchase by participants.

---

### **Corporate Training Options**

Sydney • Melbourne • Brisbane • Gold Coast • Canberra • Adelaide • Perth • Darwin • Hobart  
Email: [training@cto.com.au](mailto:training@cto.com.au)      Web: [www.cto.com.au](http://www.cto.com.au)



corporate training options

## **Team Building** **Training Course Outline**

### **Designing a Successful Blueprint for Your Team**

- The purpose of a blueprint
- Distinguishing teams from groups
- Group vs. team characteristics
- Group-centered managers vs. team-centered leaders
- Increasing productivity through teamwork
- The benefits of team building

### **Building a Strong Foundation**

- The importance of a strong foundation
- Taking the time to plan
- Applying organizational skills
- Building a climate for motivation
- Establishing accountability

### **Constructing a Solid Framework**

- Assembling your team
- Combining diverse behaviour styles
- Leveraging the strengths of each style
- Building a solid team through training
- Promoting teamwork through your leadership style

### **Building Bridges to Better Communication**

- Facilitating open communication
- Fostering teamwork through collaboration
- Involving the team in setting goals and standards
- Making problem solving team effort
- Creating a climate for team problem solving
- Examining conflict
- Conflict resolution styles
- Helping a team resolve conflicts productively

### **Ensuring Mutual Trust and Respect**

- Fostering an environment of trust
- Recognising employee performance
- Implementing positive discipline
- Coaching: essential in team building
- Six tools for effective coaching

---

## **Corporate Training Options**

Sydney • Melbourne • Brisbane • Gold Coast • Canberra • Adelaide • Perth • Darwin • Hobart  
Email: [training@cto.com.au](mailto:training@cto.com.au)      Web: [www.cto.com.au](http://www.cto.com.au)