Team Building Tsunami

A Tidal Wave Of Info On Building Your Team

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Foreword

The basic idea behind team building is getting all involved to stay focused on a common goal while at the same time forming a comfortable working relationship that facilitates this end. Get everything you need to know here.

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Chapter 1:

Team Building Basics

Synopsis

Getting people focused on the goal should also provide the platform for better decision making processes and also better time management. When all concerned are basically of one mind then it is easier to get things done quickly and efficiently.

The Basics

Team building also gets the members to analyze their own individual contributions and work toward improved participation in personal effectiveness, communication, strategic planning, and other such contributing qualities.

There is no one fits all, style of team building exercise that can be used of the shelf. However some team building modules can be used as examples to get everyone started on the right track.

The ongoing process that involves the various aspects of team building features is usually specifically tailored to fit the group that is working together on a particular project.

This is to ensure all involved are working towards a common goal as effectively and efficiently as possible. An effective team building exercise usually takes into account different elements such as the actual account design or product, the opportunities that would be or could be available to the team, possible constraints and how to deal with them as they come along, the environmental forces and its impacts and many others that could cause a significant impact on the workings of the group as a whole.

Perhaps even before the actual team building exercise commences there should be a period of active information collecting as this will help to design the best working style that would eventually produce the desired results with the timeline stipulated.

At this point certain rules and guidelines will be designed to be of practical help to all concerned.
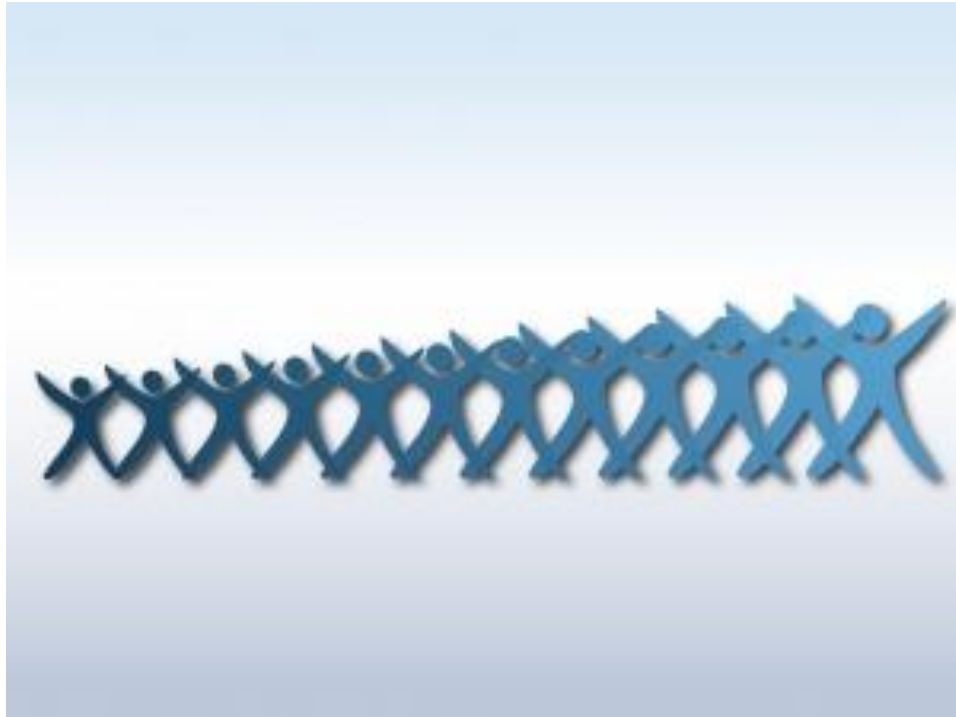
Chapter 2:

Use Online Tools

Synopsis

When there is an efficient and effective team working together to get a project successfully completed there is also evidence of certain tools being used to help them get there. There are certain online tools that are reputed to be able to help teambuilding efforts to be smoother and easier in gaining their eventual goals.

The Net

The following are just some that could be used for the purpose of having a good team building effort:

- Type Indicator – this trusted personality assessment tool is quite commonly used in most team building setups where there is a need to get to know all involved and decided on the contribution and participation levels each individual is capable of. These may include elements such as understanding the different personalities that will be working together and how they will eventually effect and influence each other. There would also be information available on preferred styles of working where the exploration of possible potential annoying and irrational habits or thought processes can be addressed.

- Team report – here a summary of all the information gathered is further examined to help design the eventual team that will work together on the project. The process of the team discussing individual and team problems will be facilitated and assistance will be given on how to deal with these possible issues. Action planning worksheets and tips can be given to help improve the overall effectiveness and efficiency of the team.

- Communication style report – this tool help to optimize communications within the team. This will give the team the competitive edge it needs to stay on track and relevant in the industry. Providing an insight into the particular style followed by the team and also providing insights into how other teams work their communication angles will further helps teams fine tune their own angles.

Chapter 3:

Beef Up Your Commitment

Synopsis

For any teamwork exercise to work at its optimum the team building aspect of the exercise should ideally address the issue of commitment. This particular element is almost completely instrumental in providing the platform for successful results.

Buckle Down

For the level of success to be clearly evident there should be a sense of commitment, the ability to work together well, mutual understanding and accountability, access to skills and resources and any other connective elements that would positively contribute to the success of the team work.

When those making up the team effort especially the ones higher in the hierarchy cannot establish some level of commitment of themselves and from all the participating members, there will be serious problems within the flow of the project.

Understanding the importance of commitment and ensuring this fact is firmly established should be done almost immediately at the onset of the project undertaken.

Providing the platforms where accountability is sought and ensuring the relevant support is provided for the eradication of elements such as doubts and fears should be implemented.

This will help all concerned to air their views and help them not to feel pressured to commit but instead want to commit willingly and completely to the project.

There will be fewer answers like "maybe, could be, perhaps" and instead more firm "yes" committing scenarios.

Part of team building is to understand that most times people avoid firm commitment because they more often than not get caught up in the process of doubts.

These doubts could stem from the other participants, the project matter itself, the impacts the project will create negative or otherwise, the time frames projected and many other factors.

All these doubts and more usually precede any meaningful commitment made thus it should be addressed adequately. By effectively addressing these issues and sorting out the possible problems through the anticipation process the leaders of the team should be able to provide the necessary supporting tools to help all involved to pass through this stage efficiently so as not to cause any hiccups in the actual project process.

Chapter 4:

Empower Your Team

Synopsis

The term empowerment as it implies should ideally give those in the position of exercise the trait the freedom to do so without any restriction that would cause them to shy away from doing so. The empowerment tool is very effective when used especially if decision making is a prime and important focus of the project undertaken.

Strength

Most companies recognize today that the decision making is not and should not be left only to those higher in the hierarchy of the company or team.

Today the effectiveness of any team will be measured against its ability to make fast, decisive and project benefiting decisions without too much procedural red tape to consider.

This empowerment element will give those contributing to the decision making process a sense of worth and accountability which in turn will create the focus needed to successfully see the project to completion.

This fundamental power shift is what is going to ensure that the project does not stall or get derailed simply because the decision making part of it was not sufficiently addressed from the very onset of the project and team building exercise.

When each individual involved in the team working on a project, is given the opportunity to make decisions and understands that the decision making is to be shared and accountability is expected for the decisions made, the general workings of the whole process will be much easier and timelines can easily be met.

When there is a clear perception and acceptance of power for each contributing team member the actual degree and scope of the said power should be clearly defined so as not to cause any "power struggles" within the team.

The oversight of this would cause many negative effects. Another important point that should be seriously considered in the team building exercise is that it should provide the skills, knowledge and guidelines so that the empowerment element will be positively exercised always.

Chapter 5:

Motivate Your Team

Synopsis

There are several key ingredients that make up the successful team building scenario and motivation is just one of the more important one. Motivation is the element that is going to help keep the team going even when the going gets tough and everyone feels like bailing on the project. Keeping the motivational spirits high is an ongoing process that should be exercised at every turn in the project process.

A Boost

The following are some of the points to consider in the quest to keep the team motivated:

- Everyone within the team needs some motivation periodically to keep their contributions at its desired optimum level, thus finding the elements that motivate them should be done early on in the project. Upon identification these should be used as often as needed to keep them motivated.

- Listening to motivational and inspirational material will also help to keep and individual motivated. Companies that are focused on keeping their staff highly motivated usually provide various motivational tools for this purpose. These may include audio presentation, motivational seminars, motivational pep talks and many others.

- Getting all the team members to focus on the positives rather than the negatives also helps to keep them motivated. Realizing that the negative elements are not hindrances will give them the zest to look beyond and find solutions to overcome any probable setbacks.

- It would also be very helpful if all involved in the team can visualize the end goal together thus giving them a clear understanding and connection to the said goal. This is usually a good enough reason to work effectively towards the intended goal.

- Creating an understanding and approachable demeanor will also contribute positively to motivating the team members. When people feel understood and accepted, they are more willing to go the extra mile to produce optimum results, simply because they are confident that their efforts will be appreciated and acknowledged.

Chapter 6:

Stay Up To Date On Your Own Training

Synopsis

In order to stay current in anything one needs to be connected to what is going on in the chosen field at any given time. In doing so, the information and understanding gained from keeping abreast will ensure whatever the individual contributes to the team or any other area will be both relevant and beneficial.

Keep Up

Some of the areas that should be focused on would ideally include the following:

- Keeping abreast with the social feeds and emails that are being circulated. This is important, as it is the easiest and quickest way to know what is currently going on and what is happening and what is not. Knowing the general positions and developments of competitors will allow the team to work towards fine tuning their own developments to meet ever changing market needs and perceptions.

- Meeting with people in the industry to exchange ideas and talk shop will also help the individual or team to keep the work styles and concepts as fresh and innovative as possible. This will also effectively avoid the use of outdated material, information and procedures in favor of more current tools.

- Periodically reviewing and analyzing the contributions made by each individual member of the team and of the team as a whole will also keep everyone up to date. If any lack is identified the relevant training can be designed to help correct the situation.

- Taking to customers and buyers with the intention of getting better acquainted with their needs and wants will also help to keep the team current in the training focus. Information acquired this way can prove to be invaluable to the positive progress of the team of individual as it allow all involved to venture into being more innovative in their approach to the projects given.
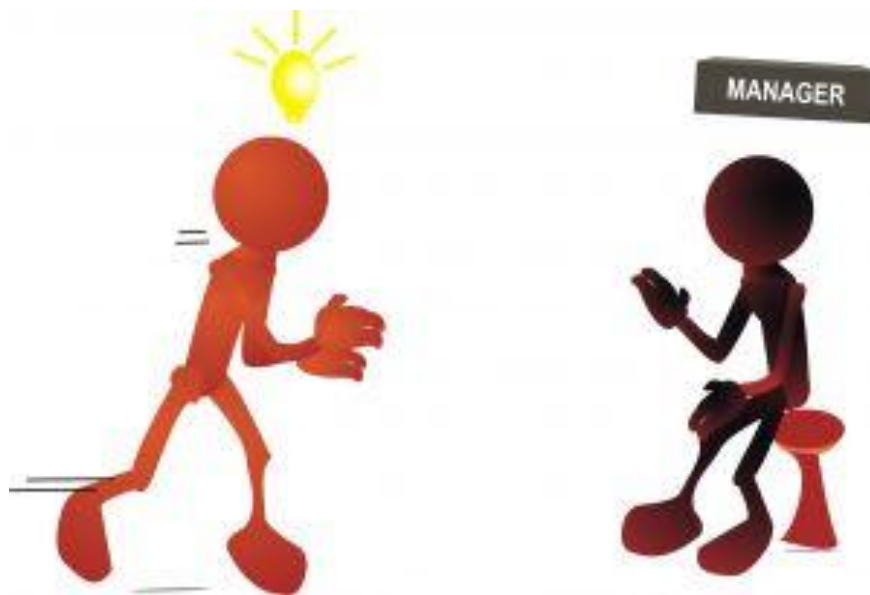
Chapter 7:

Support And Train Your Team

Synopsis

It is an accepted fact that team work plays a pivotal role in the success on any business endeavor today. Therefore to ensure this dramatic impact is not underestimated the support and training made available to the team should be periodical and tailor to meet their needs.

Training

An effective and efficient team can and usually does help achieve outstanding results for the company and when this is not the norm some attention should be given to correct this negative situation by providing some relevant support and training.

Generally a team that is not functioning well or at its optimum possible level is one that will cause the company a lot of disruptions, failed deliveries on projects and strategic failures.

Therefore understanding the importance of providing the periodical support and training should be the focus of all those higher in the hierarchy.

In today's working environment it is almost impossible to be part of a team either periodically or permanently. Therefore in order to comfortably think and function as a team some adjustments have to be made and this is not always easy to do.

However with the correct support and training tools made available it is not an impossible state to achieve. In order to better provide for the eradication of such negative traits or possibilities some research has to be done to determine the strengths and weakness of the team and of each contributing member.

Only then can adequate steps be taken to address and correct the situation. Such assessment should be done fairly often so that the team can be provided with the tools to help improve or develop the skills needed for the success of the project.

Most teams perform at a better and higher more focused level if there is clear support and training given to them as often as needed.

Chapter 8:

The Importance Of Building A Good Team

Synopsis

There are many advantages of taking the time to build a good team and below are just some to consider.

Important Facts

- Collaboration – working together towards a common goal is not always easy especially when there are many different personalities involved. This is made even more difficult if the said personalities are strong and forceful. Therefore it is necessary to be able to tap into each individual's positive attributes and provide some form of control over the negative ones to ensure a comfortable collaboration can be formed among the participating team members.

- Communication – often taken for granted this very important aspect of any exercise where the participation of more than one individual is expected, the communication lines must be open at all times and very clear. Failing to address the matter of effective communication skill will severely damage the desired collaborative effectiveness of the team.

- Commitment – when the entire is completely committed to the successful achievement of the goal set, there is a better chance of producing the best results possible. Commitment levels of each participating member may differ and this should be addressed to ensure the disparity does not work against the team.

- Accountability – all the members of the team should be held accountable for their respective contributions to the project. This should be done periodically to ensure any possible disruptions can be avoided before detrimental effects are evident. If there are issues that are difficult to handle then the support of others should be sought to help eradicate the situation before it becomes a problem.

Wrapping Up

Good teams are the back bone of every successful company and more people are learning to understand its benefits and acknowledge its importance. Creating a strong team should be the focus of every company or business entity that intends to make a roaring success of their endeavors.