

## TEAM COMMUNICATION TRAINING

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**COURSE LENGTH: 0.5 DAYS**

Teams are an important building block of successful organisations. Whether the focus is on service, quality, cost, value, speed, efficiency, performance, or other similar goals, teams are the basic unit that supports most organisations.

With teams at the core of corporate strategy, your success as an organisation can often depend on how you and other team members work together. How are your problem-solving skills? Is the team enthusiastic and motivated to do its best? Do you work well together?

The PD Training Team Communication Training course is now available throughout Australia, including Brisbane, Sydney, Melbourne, Canberra, Perth, Parramatta and Canberra.

Please click on the Public Class tab below to view our Team Communication Training course schedule by city or click the In-House Training tab to receive a free quote for courses delivered at your preferred location.

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## TEAM COMMUNICATION TRAINING COURSE OUTLINE

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### FOREWORD

Teams are an important building block of successful organisations. Whether the focus is on service, quality, cost, value, speed, efficiency, performance, or other similar goals, teams are the basic unit that supports most organisations.

With teams at the core of corporate strategy, your success as an organisation can often depend on how well you and other team members operate together. How are your problem-solving skills? Is the team enthusiastic and motivated to do its best? Do you work well together?

This 1/2-day course can help you get there!

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### OUTCOMES

**By the end of this course, participants will be able to:**

- Understand the value of working as a team
- Develop team norms, ground rules, and team contracts
- Identify your team player style and how it can be used effectively with your own team
- Build team trust
- Identify the stages of team development and how to help a team move through them
- Recognise the critical role that communication skills will play in building and maintaining a team atmosphere
- Identify ways that team members can be involved and grow in a team setting

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### MODULES

#### Lesson 1: Getting Started

- The Parking Lot
- Workshop Objectives
- Action Plans & Evaluations

#### Lesson 2: Defining Teams

- Making the Grade
- Looking Into Ourselves
- Debrief

#### Lesson 3: Establishing Team Norms

- Characteristics of Teams
- Ground Rules
- Team Contracts

#### Lesson 4: Working as a Team

- Putting it Into Perspective
- No Need for Black & White Thinking
- Degrees of Support

### **Lesson 5: Your Team Player Type**

- What's Your Team Player Type?
- What Does it Mean To Have a Number?
- My Team Style

### **Lesson 6: Building Team Trust**

- Why is Trust Important?
- Building Trust

### **Lesson 7: The Stages of Team Development**

- Forming
- Storming
- Norming
- Performing
- Adjourning
- Forming an Effective Team
- Making Connections

### **Lesson 8: Team Building with TORI**

- What Does TORI Mean?

### **Lesson 9: Communication**

- Defining Communication
- Listening Skills

### **Lesson 10: Becoming a Good Team Player**

- Attitude is Everything!

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## **WEB LINKS**

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- [View this course online](#)
- [In-house Training Instant Quote](#)