



Effective Team Work And Communication Assessment 2

Module Code: BMSW4002

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TEAM WORK

Team working refers to the combined work of a group of people to achieve a common goal. It is an efficient way of doing things (Huff, 2014).



BENEFITS OF TEAM WORKING

1. Accelerate Productivity

2. Timely Execution

3. Collection of Skills

4. Positive Workplace Relationship

BENEFITS OF TEAM WORKING CONT..



5. Innovative idea generation



6. On the job training



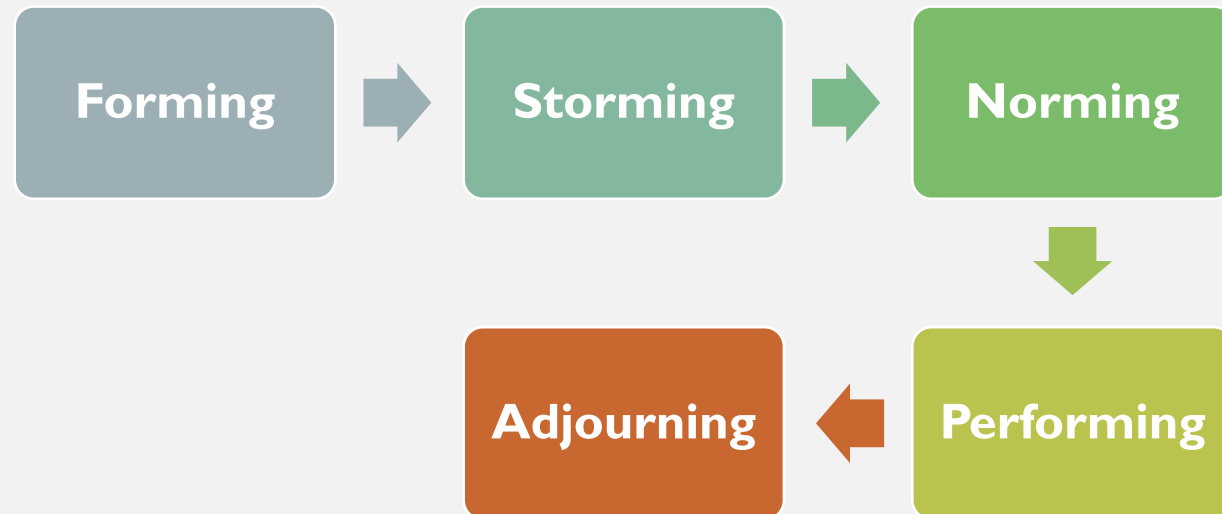
7. Quick problem solving



8. Equal division of work

STAGES OF TEAM DEVELOPMENT

Tuckman's theory: Tuckman argues that every effective team follows five stages of team development. This theory is known as Tuckman's theory (Super, 2020).



STAGES OF TEAM DEVELOPMENT CONT..

Forming stage

- Team formed
- Task assigned
- Communicate goal

Storming stage

- Conflict begins
- Coordination required

Norming stage

- Conflict settle down
- Work as a whole

STAGES OF TEAM DEVELOPMENT CONT..

Performing

Performing stage

- Assist each other
- Confidence increases

Adjourning

Adjourning stage

- Team dissolved
- Feel downhearted

TEAM ROLE THEORY

Dr. Meredith Belbin established team role theory in 1981. He researched team work for long and found that team members possess different roles according to their behavioral aspects. He stated nine team roles that are important for effective team working and divided these roles into three groups (Belbin, 2012).



ACTION ORIENTED ROLES

Shaper

welcome challenges and obstacle for the development of team working.

Implementer

Place newly generated ideas in work. Convert ideas into actual plan.

Completer-Finisher

Complete the task systematically on time and assure zero error.

(Belbin, 2012)

PEOPLE ORIENTED ROLES

Coordination

Assign different tasks and coordinates

Team worker act as a mediator and promotes partnership (Belbin, 2012).

Resource investigators identify opportunities and collaborate with outsiders.

Plant
people who
place new
ides

**Monitor
evaluators**
evaluate the
idea

Specialists
expert in the
given area

(Belbin, 2012)

THOUGHT-ORIENTED ROLES

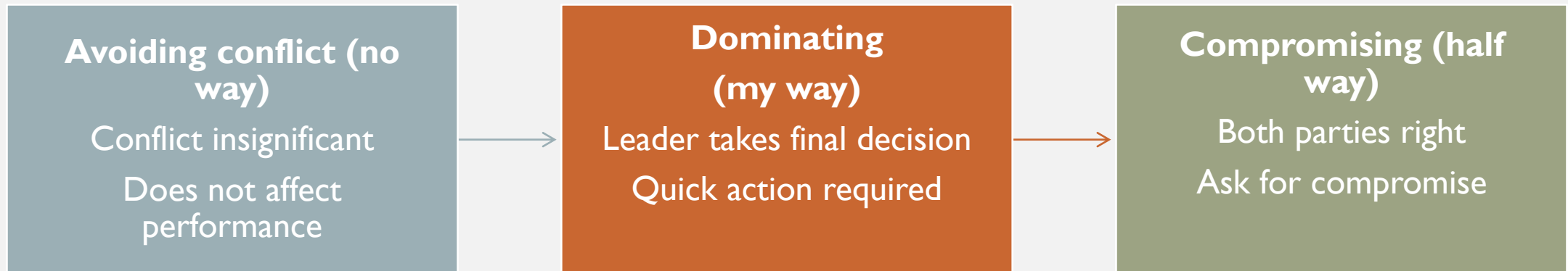
MANAGING CONFLICT

Team conflict: Disaccord in opinions, ideas and methods etc.

Conflict management is the resolution of the conflict using different approaches (Inam, 2018).



MANAGING CONFLICT CONT..



(Inam, 2018)

MANAGING CONFLICT CONT..



Accommodating (your way)

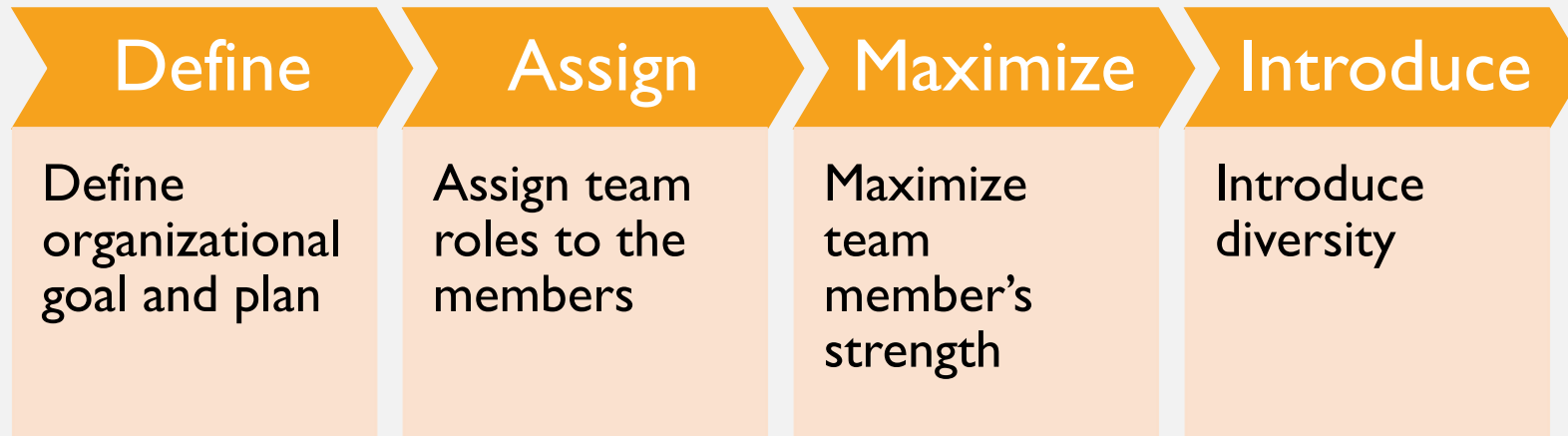
One party logical
want to Maintain cooperation

Collaborating (our way)

Conflict resolve more important
Both party in win-win situation (Inam, 2018)

SUCCESSFUL TEAM DEVELOPMENT

Successful team development is essential for achieving goals (Quick, 2010). It involves various stages as follows



SUCCESSFUL TEAM DEVELOPMENT CONT..



**DEVELOP
EXPECTATIONS**



**ALLOW
NEWNESS AND
RISK-TAKING**



**CELEBRATION
OF SUCCESS
AND FAILURE**



**ENSURES
INDIVIDUAL
IMPROVEMENT**



MOTIVATE TEAM

(Bryant, 2022)

Establish strong leadership

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graph TD; A[Establish strong leadership] --> B[Form team culture]; B --> C[Effective and frequent communication]; C --> D[SUCCESSFUL TEAM DEVELOPMENT];
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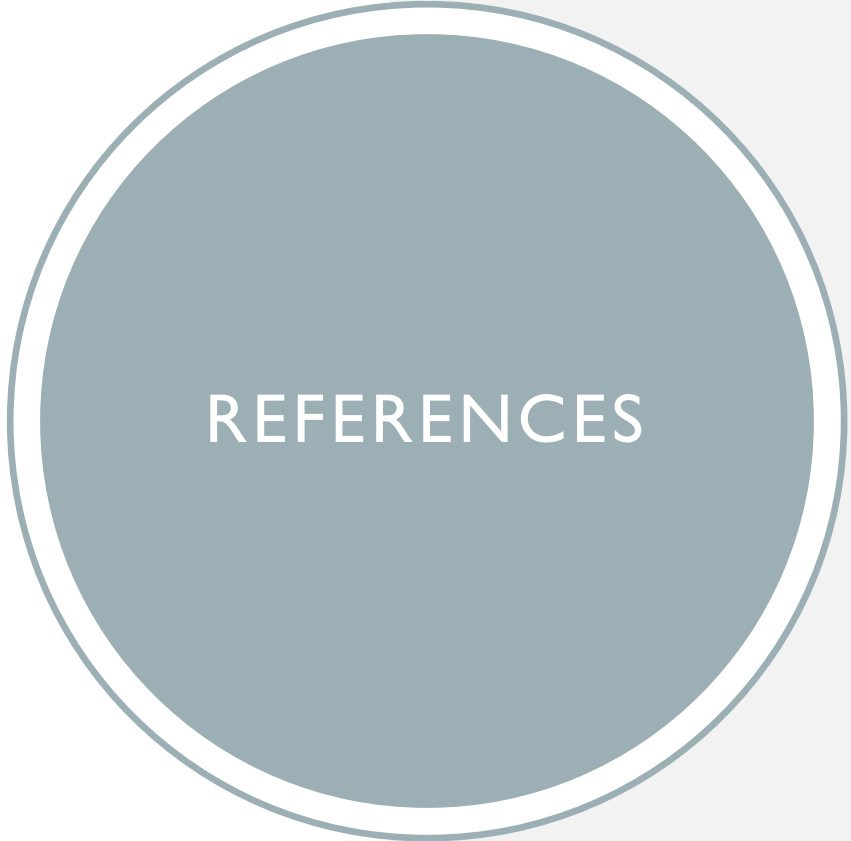
Form team culture

Effective and frequent communication

(Bryant, 2022)

SUCCESSFUL TEAM DEVELOPMENT

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