

Module code	BMSW4002
Module name	Effective team working and communication
Lecture Name	Saqib Shamim

Effective Team Working and Communication

Group work Presentation:

Group 4.

Ivan Scarevnea-(2113303)

Irina Simona Carabet-(2112860)

Victoria Tricolici- (2113305)

Sandra Tirala-(2113304)- assistance Class Rep.

Ebitimi Blessing McQuade- (2112488) Group Leader
(and Class Rep)

Introduction:

Outline:

- Benefits of Team working (Ivan)
- Stages of Team development (Irina)
- Team roles includes 2 Leadership roles. (Victoria)
- Managing conflict. (Sandra)
- Successful team development. (Ebitimi)
- Conclusion
- Reference

Ivan (2113303)

Introduction

Teamwork history

Definition of teamwork

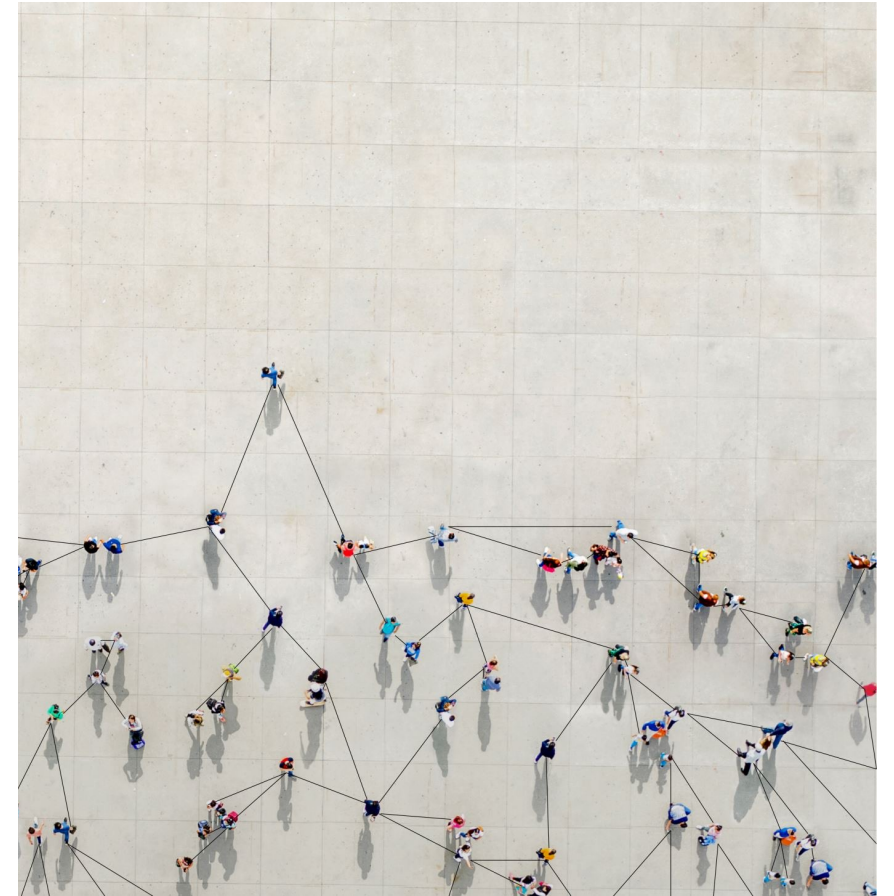
Benefits of teamwork

References



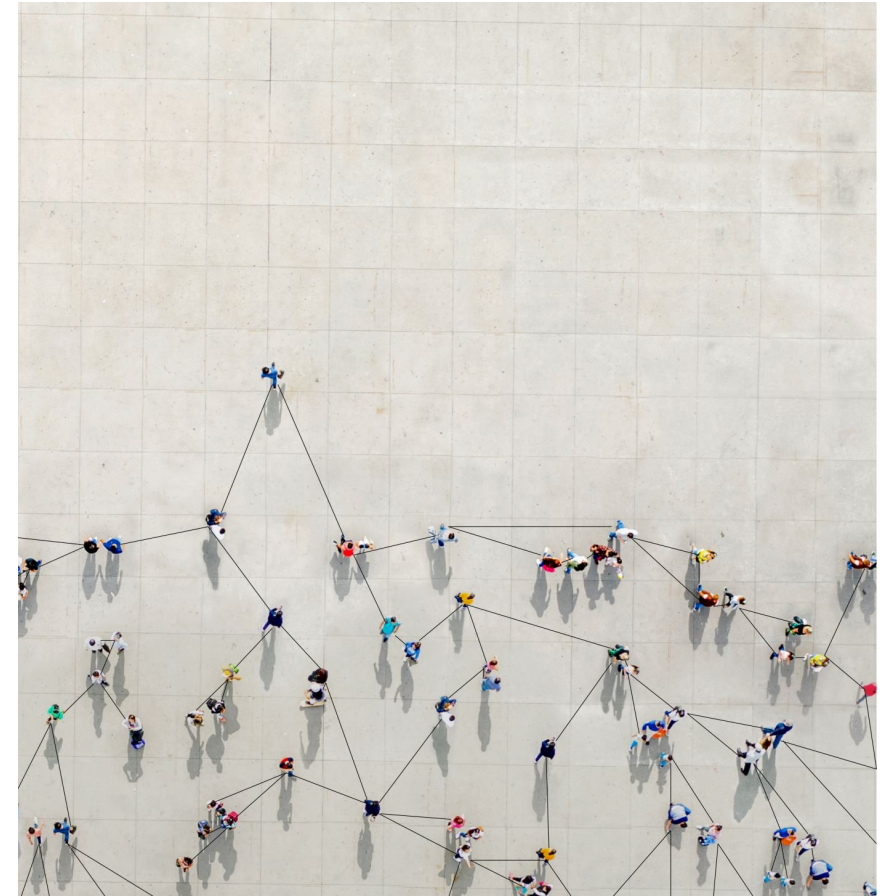
Teamwork history

- Before the 1960s most teamwork research was based on individual productivity.
- Research on team building and team development happened during the 1970s and 1980s.
- Psychologist Bruce Tuckman created a model of teamwork in 1965.
- (*Tuckman 1965*)



Definition of Team

- A team means to work as a group with two or more people.
- Team members share the same goal, and they are created to complete a particular task.
- A team member can give better performance if they have a shared commitment.
- Effective teamwork can bring better work outcomes.



Benefits of them working

Team
work
can:

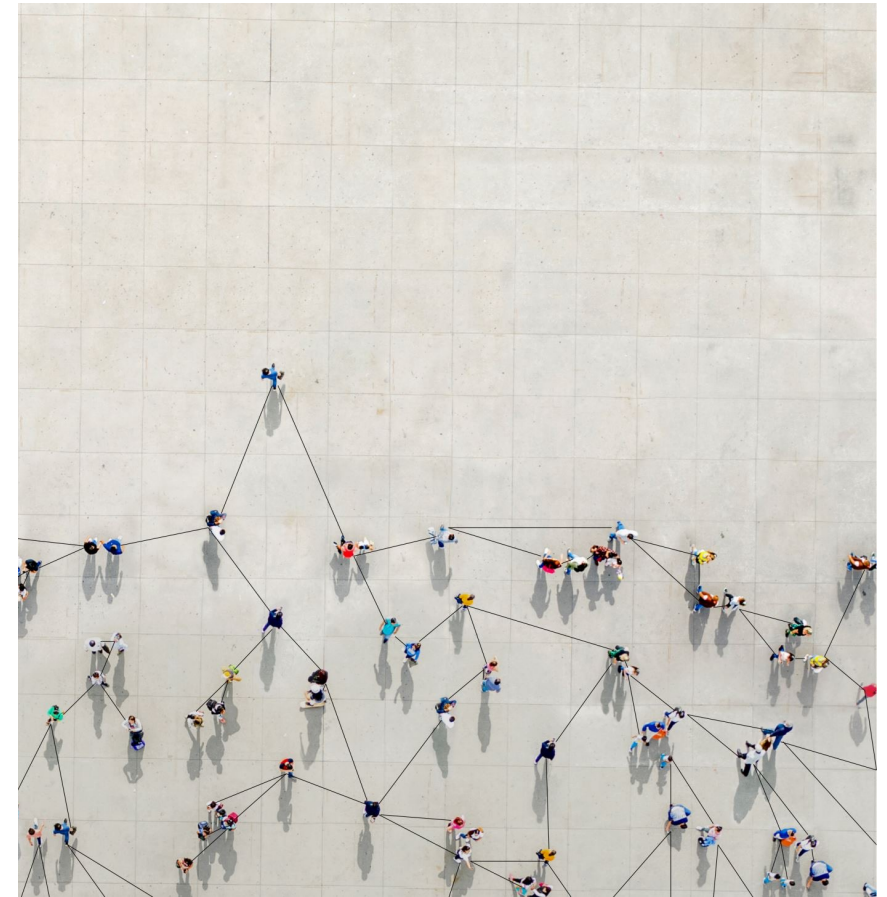
- increase the productivity compared to individual work.
- offer a support network among the team members.
- encourage more innovation to work.
- improve the model among the team.
- attract more talents.
- be a strong relationship among the employees.
- improve the career of individuals.
- promote synergy.



Introduction

Stages of Team Development

- Forming
- Storming
- Norming
- Performing
- Adjourning



Forming

The formation of a team is the first stage of team growth, in this stage the team gets to know each others abilities, backgrounds, and ambitions during this stage, as well as come up with a goal.

It is critical for the team leader to be very clear about team goals and provide clear direction regarding the project during this early stage of team development.



Storming

The team members compete for status and approval of their ideas. Each team member wants to do things their own way, resulting in team conflict. The team leader must ensure that the members of the group learn to listen to one another and respect themselves. When disagreements do emerge, instead of ignoring them, it is crucial to settle them right away. Having a team with pre-existing abilities to work together might make it easier and faster to resolve issues.

(Tuckman 1965)



Norming

The group has worked out its differences and has established a routine. The best aspect about the settling-in period is that people notice the abilities they have.

A new understanding between the members of the team has been formed and will hopefully last.

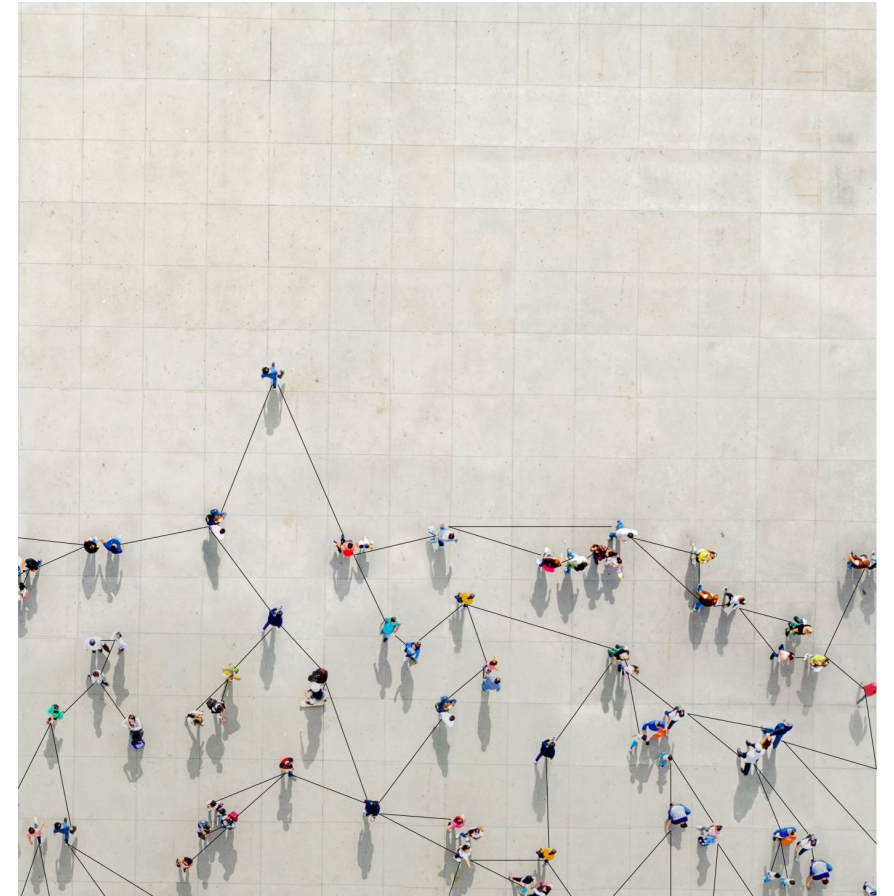
Tuckman 1965)



Performing

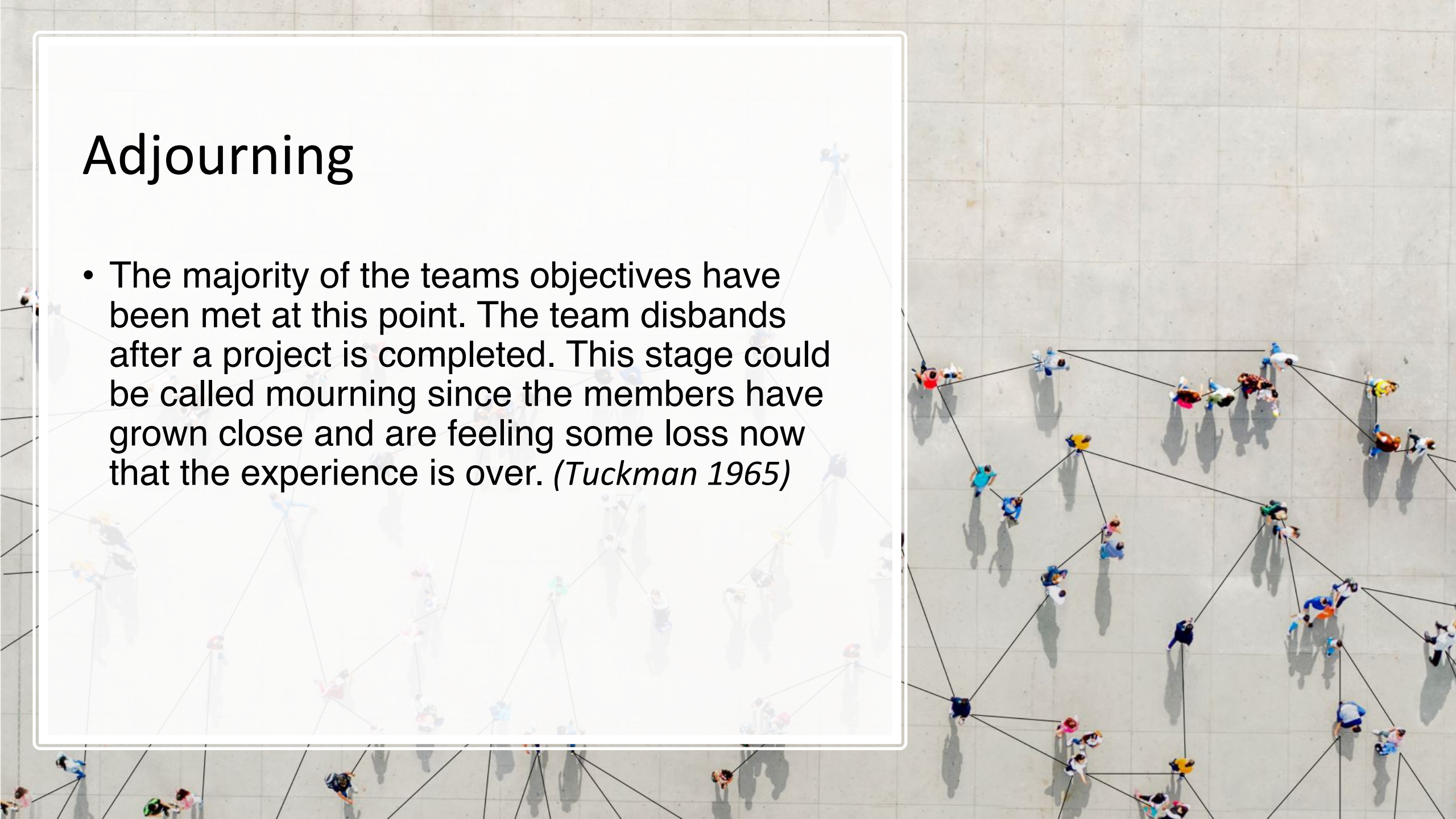
The team can now finally create work and rely on one another for assistance and to avoid regressing to earlier stages, team leaders must ensure that any changes are addressed.

As a result of resolving interpersonal disputes, team members begin to feel they belong to the group and are reassured at this stage of development
(*Tuckman 1965*)



Adjourning

- The majority of the teams objectives have been met at this point. The team disbands after a project is completed. This stage could be called mourning since the members have grown close and are feeling some loss now that the experience is over. (*Tuckman 1965*)



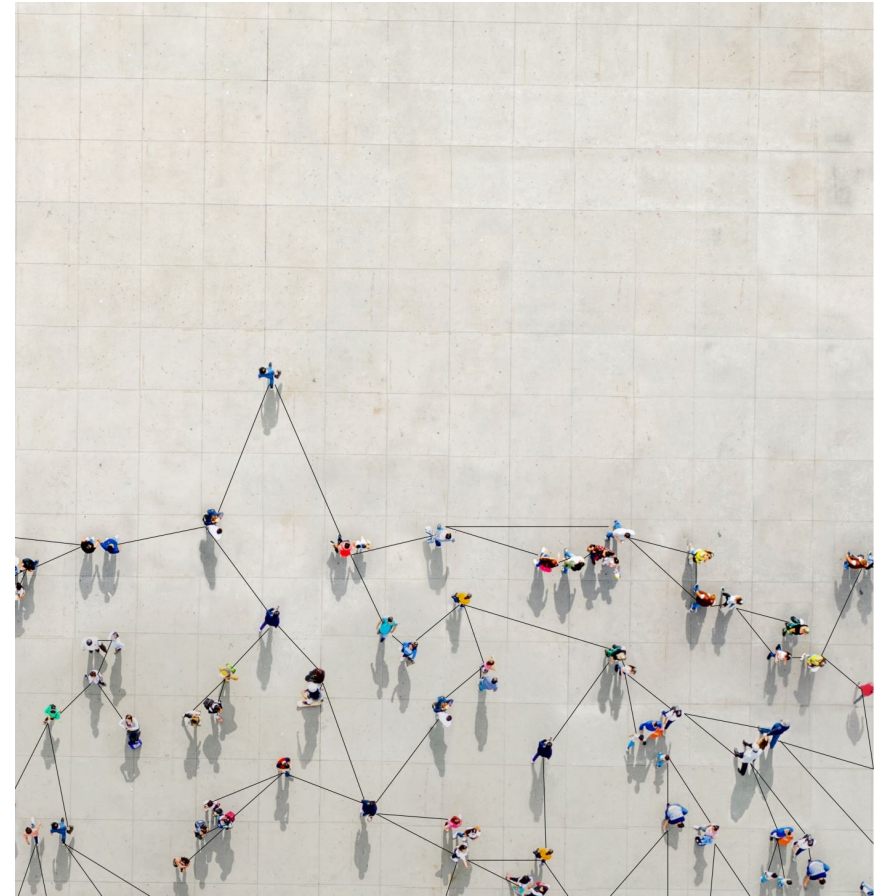
Victoria-Introduction

Belbin's Team Roles

Strategies for effective team work

Roles

References



Belbin's Team Roles

Dr Meredith Belbin studied teamwork for many years, and he famously observed that people in teams tend to assume different "team roles". Belbin identified nine team roles, and he categorised those roles into three groups: Action Oriented, People Oriented, and Thought Oriented. Each team role is associated with typical behavioral and interpersonal strengths. (*Belbin 1981*)

"A good team leader treats members of a team like actors on a stage. There need to be exits and entrances. Not everyone is required to be on the stage at the same time."

Meredith Belbin



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Strategies for Effective Teamwork

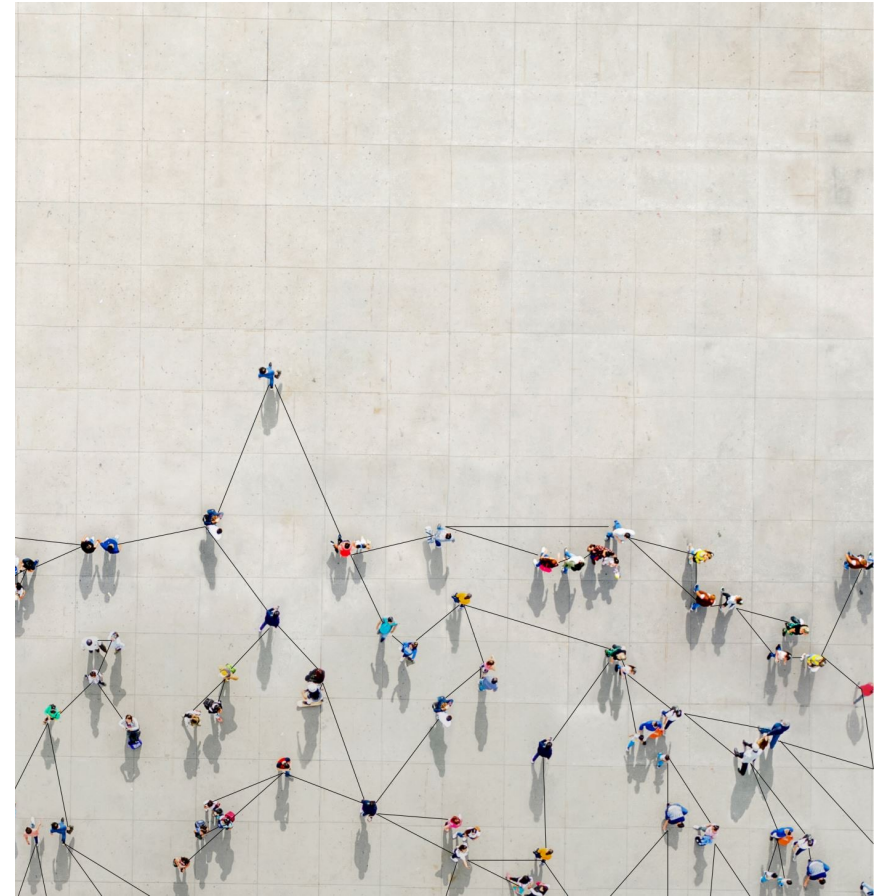
Here I will Explain difference between a group and a team

Effective teamwork strategies can help to bring groups of people together, to reach their goal.

Benefits include the effectively sharing ideas and working to reach a common a goal.

People can work as a team for example: Companies, College, hospitality, games.

(Belbin, 1981)



Roles

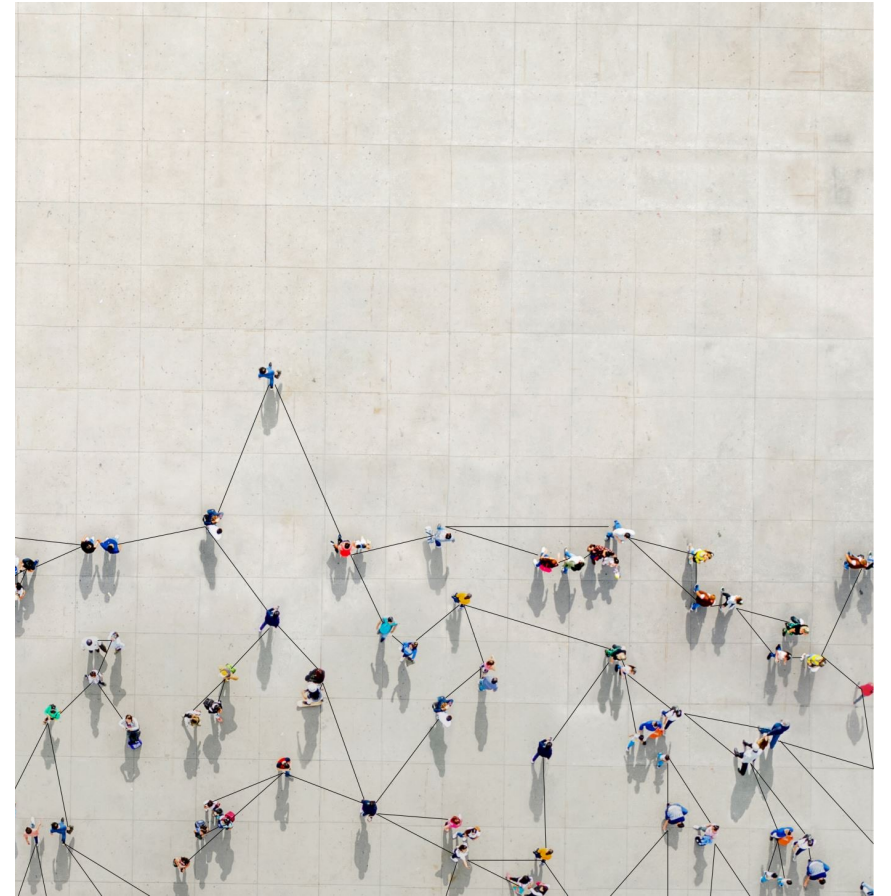
Everyone working within a team acquires a role (whether consciously or not).

Some people like to lead.

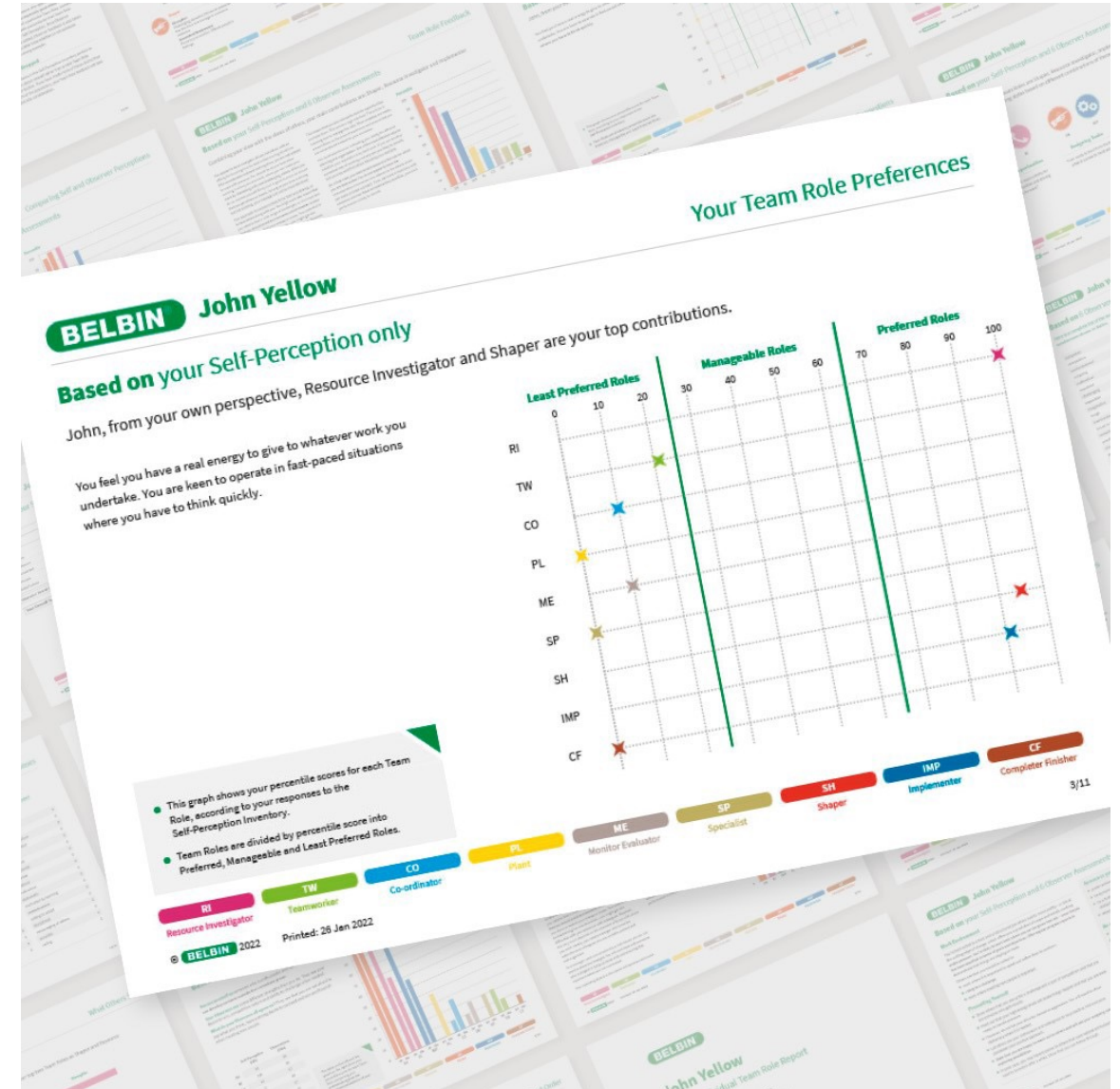
Others prefer to be more passive participants.

Not every one can work at the same time. It is important to know the team goal, and then work out which tasks is needed to reach the goal.

(Belbin, 1981)



- Using Belbin model people get more understanding and achieve their goal, for good communication in a team. Managers can put together great teams, enhance the performance of existing one, for everyone to make a difference in the workplace.



Managing conflict

Student: Sandra Tirala



Conflict

- **What is a conflict?**

When the conflict happen?

Causes of conflict:

- Communication
- Structural factors
- Personal factors (*Belbin, 1981*)



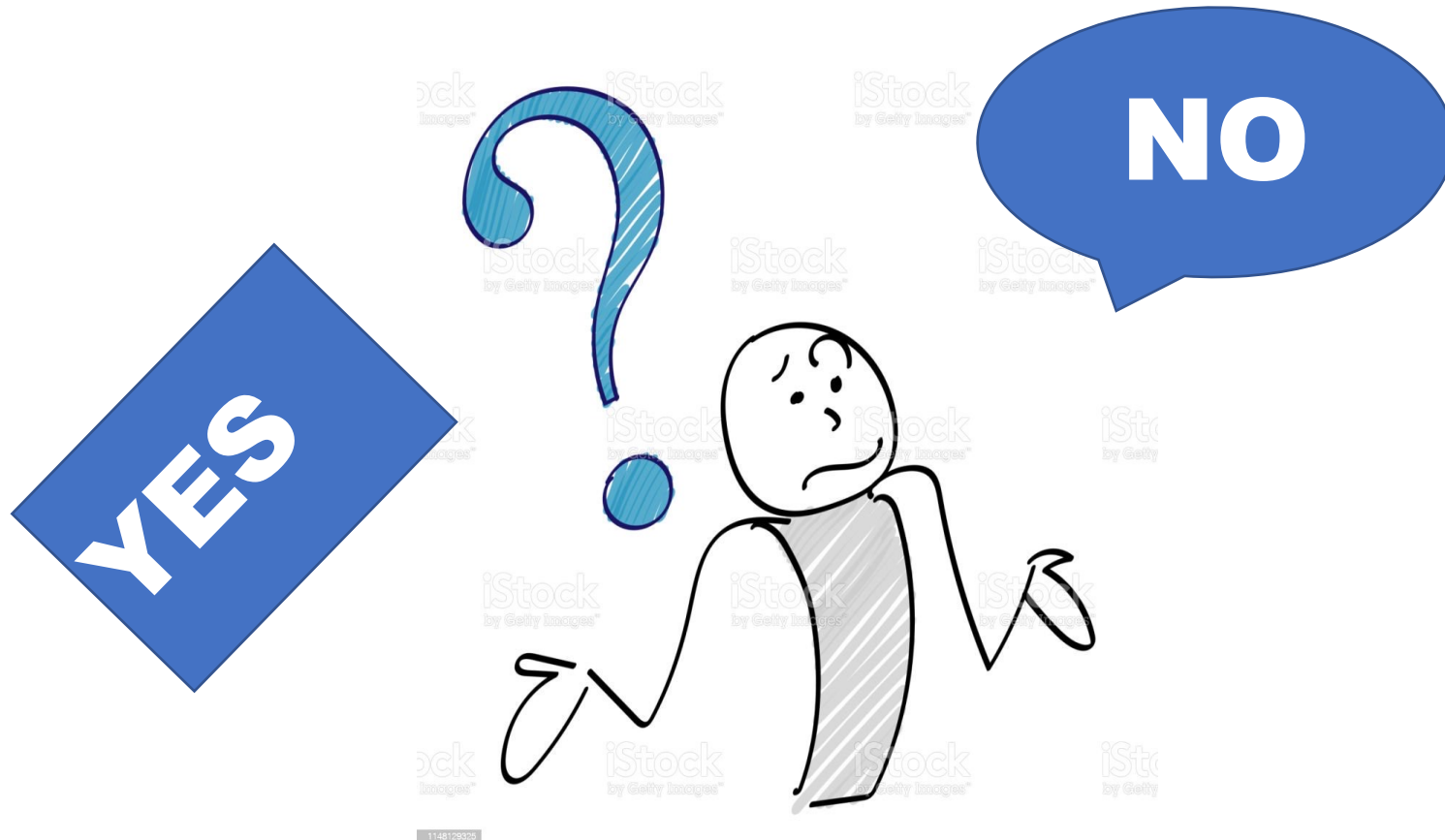
How can we manage a conflict?

(Conflict mode instrument)

- **Competition**
- **Collaboration**
- **Compromise**
- **Avoidance**
- **Accommodation**



Is conflict a bad thing ?



Effectiveness solving our conflict

- Listen
- Acknowledge
- Respond
- Resolve differences

(Tuckman 1965)

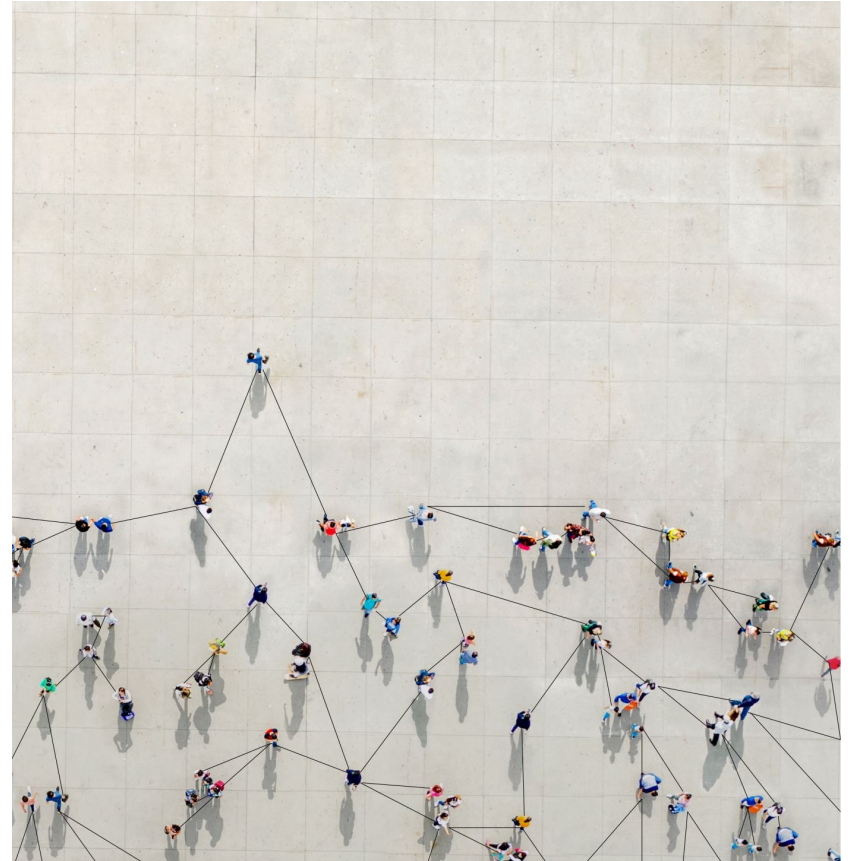


Ebitimi 2112488-Introduction

Successful Team development.

Outline

- How can one achieve a successful team development.
- What are the problems which could affect a successful team development?
- Six ways to a successful team
- conclusion



What is a successful team development

Forming Stage

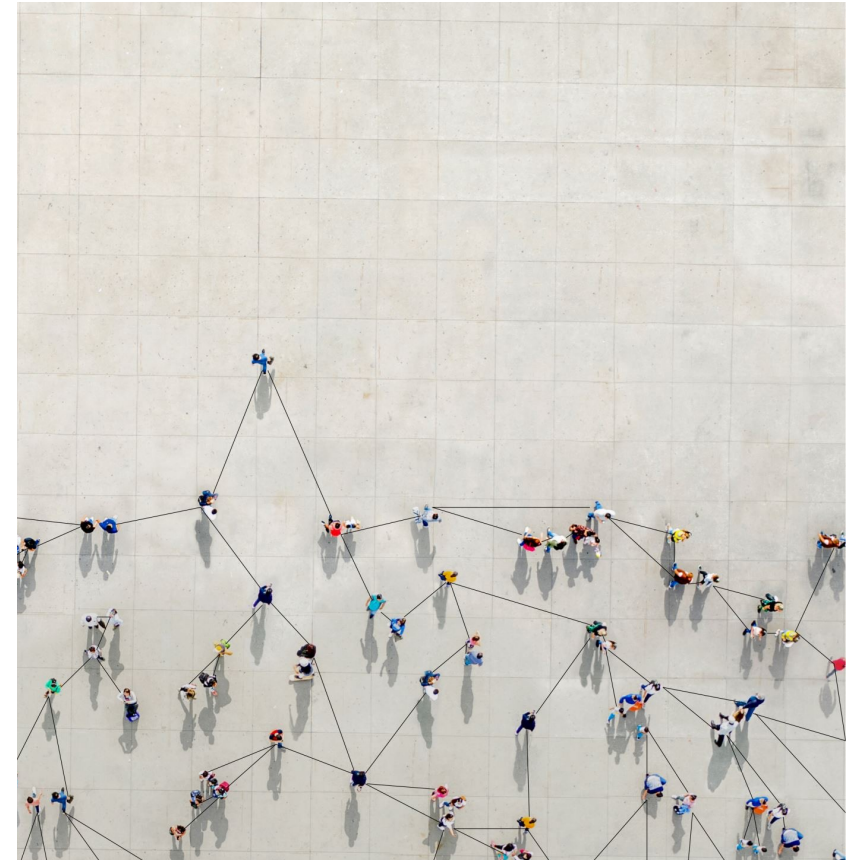
Storming stage

At Stage 3, Norming *(Tuckman 1965)*

Example Drug Free World Africa

At Stage 4, Performing

Example from Drug Free World Africa



How can one
achieve a
successful team
development?

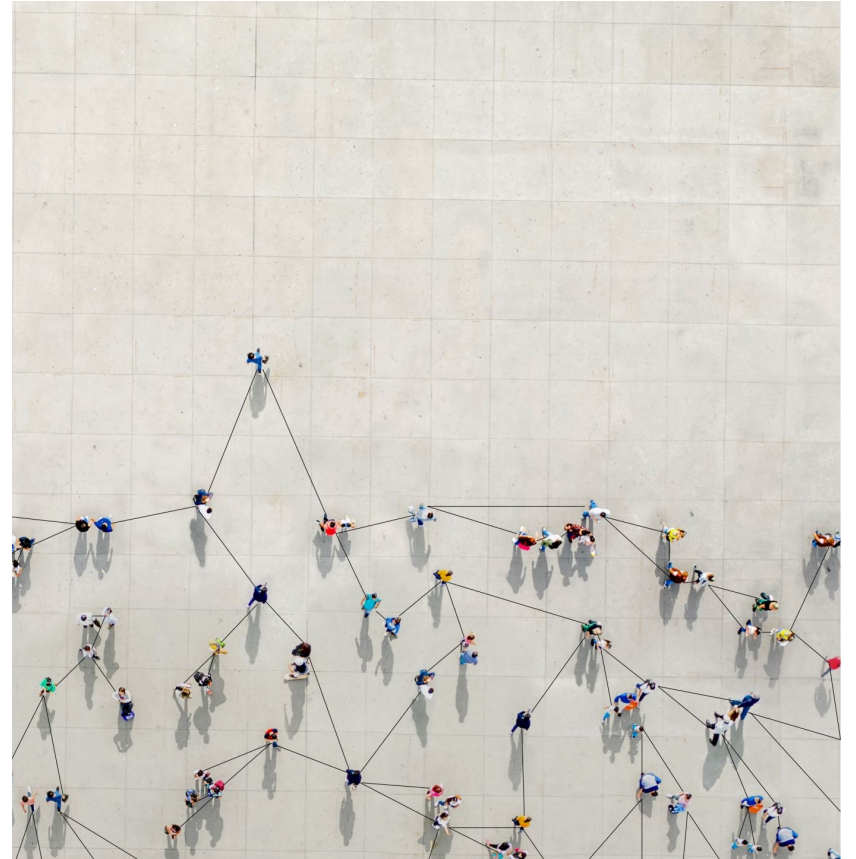
It takes a leader to build
a team that can be
successful.

- Example:
- School
- suggestion

(Llopis, 2012)

What are the problems which could affect a successful team development?

- Lack of commitment
- Loss of Productivity
- Poor Communication
 - Example: the email system in my school
- Interpersonal conflicts
- Poor Leadership. *(Kilmann 1974)*



ways to a successful team development

(Llopis, 2012)

Tolerate your team members

Try to know the rest of your team

Team members roles

Feedback

Express Gratitude and Reward

Honour Success.

Conclusion

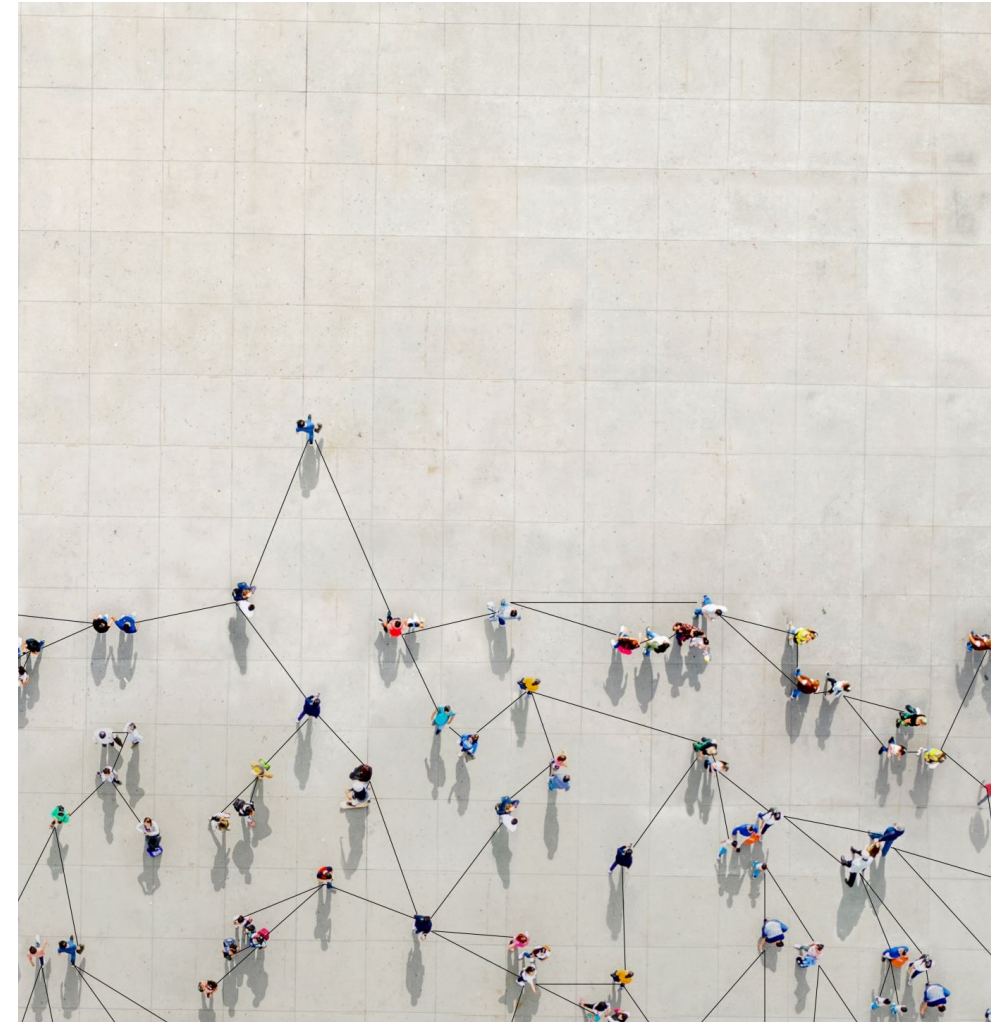
- Benefits of team working
- Stages of team development work
- Team Roles: Belbin's Team role Model and Tuckman model
- Managing conflict
- Successful team development

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