



SUCCESSFUL TEAM DEVELOPMENT

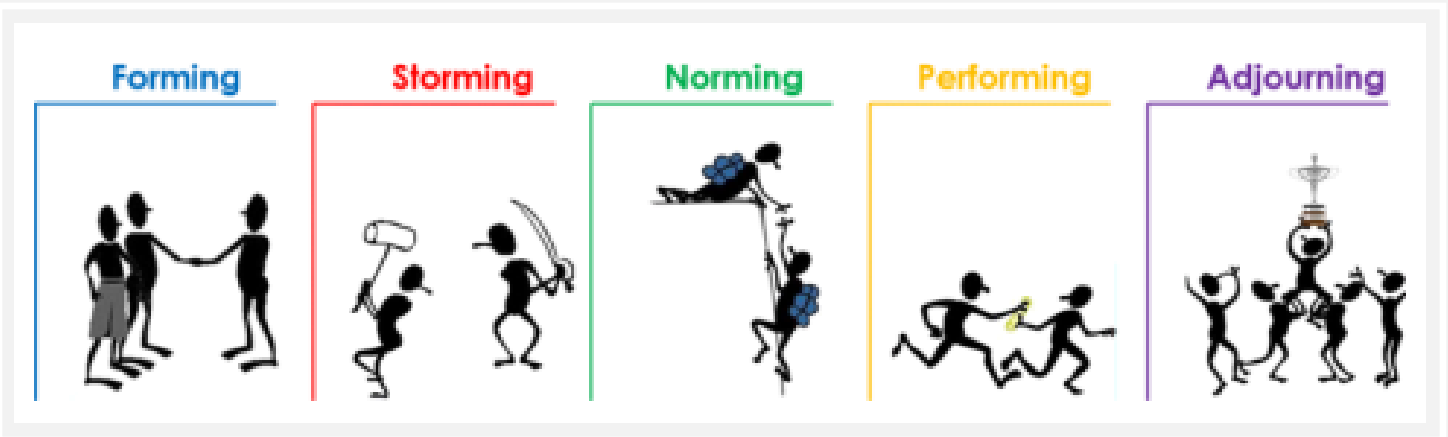
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WHAT IS SUCCESSFUL TEAM DEVELOPMENT?

A successful team is a group of people who can come together without any issues, work together in order to reach their goals and get the job done quickly and efficiently regardless of issues that may arise.

Creating a successful team comprises of 5 steps which are the following:

1. **Forming**- this is where team members are chosen to work with each other and decide what the goal is.
2. **Storming**- this is when the group starts to work together, conflicts are typical to occur at this stage.
3. **Norming**- the team mates in the group starts to come together and accepting their responsibilities of their assigned roles.
4. **Performing**- everyone starts to work at a consistent rate to get the work done
5. **Adjourning**- the task has come to an end.





Advantages	Disadvantages
Measurable goals- this is the process of setting task that you would like to achieve and they need to have deadline. The difference between this and a checklist is, this have a date and they are realistic targets assigned to different individuals.	Diverse group- having different ethnic background can be a weakness because in some cultures elders have more respect and almost have a sense of entitlement so if there's different culture/age groups working together and someone doesn't pull their weight then they will be conflict.
Leadership skills- this person brings the team together. They ensure that there's motivation and trust promoted.	Focus- the human mind have an attention span of 15-20minutes. Being left alone with task where others rely on you can negatively affect team work.
Organisational skills- this is crucial for any type of project and needs to be the main attribute of a leader because everything they will do essentially affects the team productivity.	Personality clashes- as individuals we all have different personalities and it's very common for us to make assumptions of others. This can affect the team because if everyone is not on the same level of understanding then the conflict will overpower the task ahead.
Communication skills- this is the ability to speak with each team mates effectively. This is must in order for the work to be beneficial so it's crucial for the leader of the group to speak clearly and check everyone's understanding.	Procrastination of task- working on your own is not for everyone, some people work better on their own and seeing as this is a teamwork they will delay the work because of the mentality someone will help them.
Equal work load- by using delegation and assigning work to everyone, this ensure that everyone is kept occupied.	Accountability- similarly to delaying work each team member must know that this work involves their contribution and in order for the work to reach its full potential it requires involvement from all members.

HOW CAN WE ACHIEVE THIS?

The first step of building a successful team is understanding leadership and how this skill can affect both yourself and your team mates behaviour around you which will eventually affect the goal that you need to work towards.

Thinking back to the advantages on the previous slide we can achieve this by ensuring the following are in place:

- **Measurable goals**- using smart targets the goal can be achieved quicker. This need to be in place because unlike a checklist these goals are specially created for the project. Assigned to a team member and have a deadline. This is important because the leader is about to check on productivity of the project,
- **Delegation**- by sharing workload the leader is able to step back and observe what each team mate is doing. This skill needs to be perfected on because for example, if the leader never delegate the task and done them alone they wouldn't know what each member is doing and the project would be one-sided.
- **Leader**- this person will be one accountable for making sure that the workload between the group is shared equally and everyone understands what is expected of them.



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