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MODULE: BMSW4002_LON

LECTURER: Charles Oham

ASSIGNMENT TITLE:

Effective Teamwork and
Communication

OVERVIEW



- BENEFIT OF TEAM WORKING
- STAGES OF TEAM DEVELOPMENT
- TEAM ROLES
- MANAGING CONFLICT
- SUCCESSFUL TEAM DEVELOPMENT
- CONCLUSION
- REFERENCES

BENEFIT OF TEAM WORKING

Name: Al Amin Mia

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THE PURPOSE

- The purpose of team working is to underdressing and developing different kind of idea generated from different peoples
- The Teamwork term is mostly used when a group of peoples decide to collaborate and do something together to successfully achieve a common goal and complete a task in the most effective way.
- Teamworking is a great way to work together because is not just only to create successful idea it is also the most effective and efficient way to improve every individual skills

BENEFIT

- **GREAT IDEAS**

- Behind every genius there is a team.
- Working by your own can achieve a lot of great ideas.
- According to Murphy the most successful idea come from when collaborating with others

- **DIVERSE PERSPECTIVES**

- Think successfully
- Sharing different ideas
- Sharing different opinions
- Sharing different prospective
- Push yourself to work harder.

DIVIDING THE WORKLOAD

- Stressed peoples will produces bad work.
- A study from Gallup shows 68 percent of employees feel that way
- Teamworking is the most to work supporting each other emotionally.

- **LESS STRESS AND RISK**

- More work less productivity
- More peoples less stress
- More productivity
- More support
- More risk taking action
- More confident

- ✓ • **Improve your communication**

ACHIVEMENT

- ✓ • **Recognition from others**

- ✓ • **Makes you happy**

- ✓ • **Grow as individual**

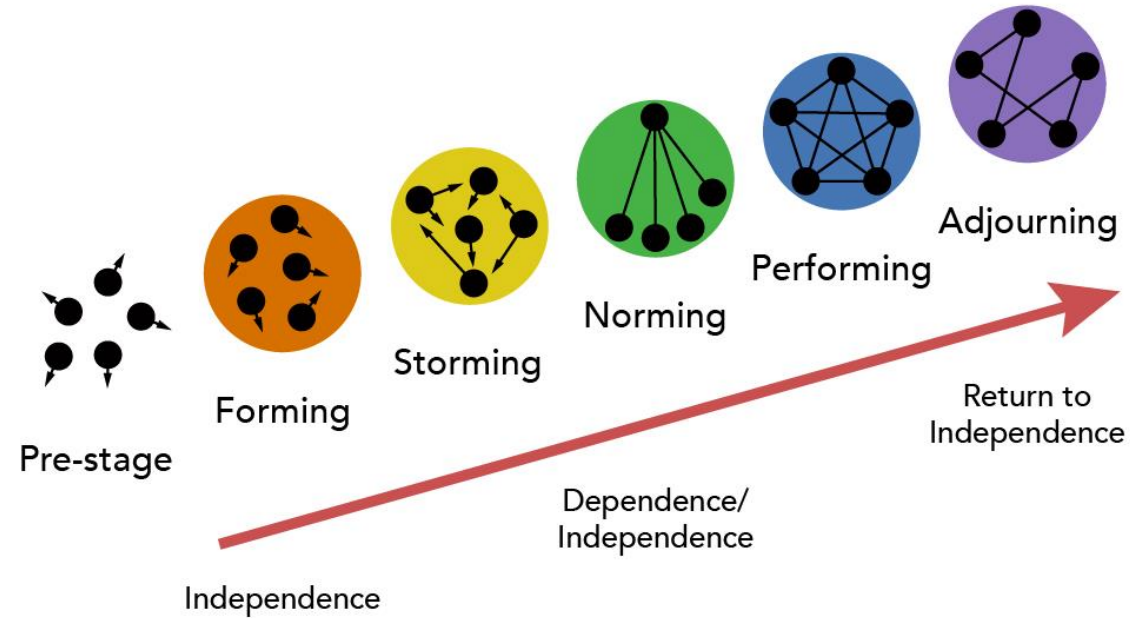
- ✓ • **Improve your skills**

STAGES OF TEAM DEVELOPMENT

NAME: Arthur duru
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THE FIVE STAGES:

- During this process you learn how to work together.
- For the team to be effective, people in group must be able to cooperate and contribute collectively.



TEAM ROLES

NAME: Arthur duru
Student ID:2009047



ADVANTAGES IN HAVING TEAM ROLES

**1. Everyone knows
what they're doing.**

**2. Everything gets
done.**

**3. People cooperate
more effectively.**

**4. Communication is
improved.**



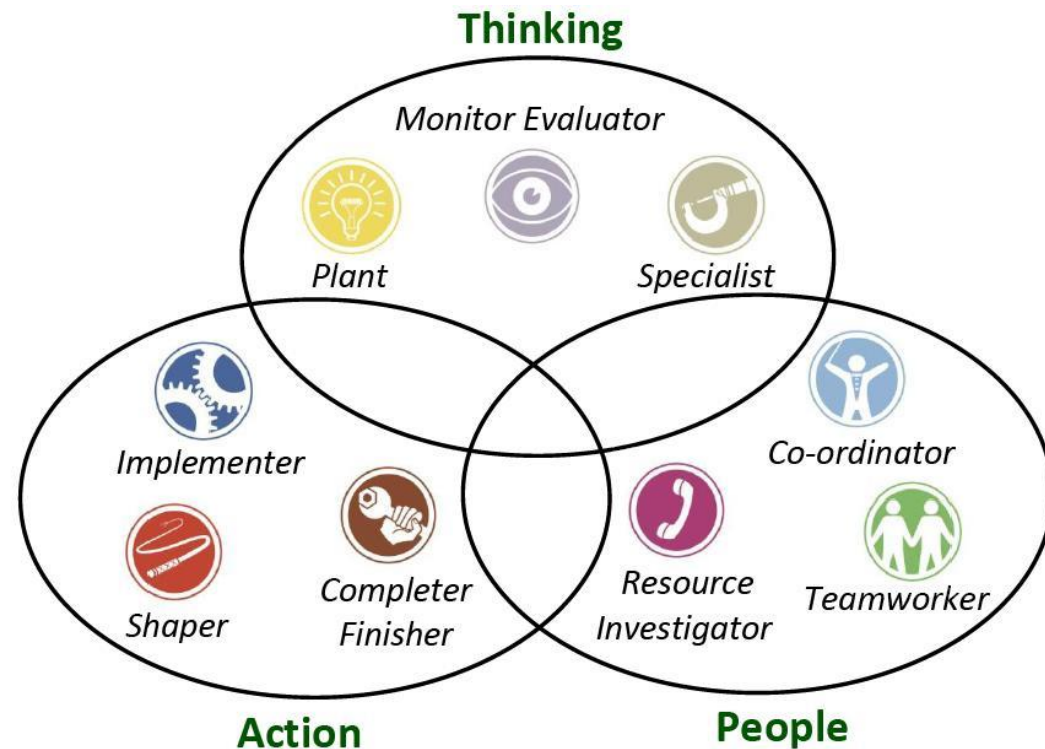
BELBIN TEAM ROLES



- Belbin Team Roles is the language of teams.
- Belbin Team Roles are used to identify from a behavioral point of view, the strengths and relative weaknesses of people in their workplace.
- Belbin team roles helps people to have a better self-understanding of their strength.
- Belbin team roles helps all team members to improve their communication skills.
- Belbin examines how people behave in the workplace and which role suite better each member of the group.

THE NINE BELBIN TEAM ROLES

- SHAPER(SH)
- IMPLEMENTER(IMP)
- COMPLETE-FINISHER(CF)
- CO-ORDINATOR(CO)
- TEAM WORKER(TW)
- RESOURCE INVESTIGATOR(RI)
- PLANT(PL)
- MONITOR-EVALUATOR(ME)
- SPECIALIST(SP)



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A close-up photograph of a hand placing a white puzzle piece into a larger assembly. The puzzle pieces are interlocking. One prominent piece in the center is red and labeled 'Conflict' in white text. The piece being placed by the hand is white and labeled 'Management' in red text. The background consists of many other white puzzle pieces, some of which are slightly out of focus.

Conflict

Management

Overview:

- Definition
- Types of conflict
- Conflict reasons
- Conflict
consequences
- Ways of resolving
conflict

Conflict and management definition:



Conflict –

an active disagreement between people with opposing opinions or principles (Cambridge dictionary , 2020)

Management – the control and organisation of something (Cambridge dictionary, 2020)

Types of conflict:



- **Internal** conflict is a conflict experienced by a single person in a situation where he or she have to choose between two opinions.
- **Interpersonal** conflict is referring to any type of conflict between two or more individuals. In regards to different opinions or goals a conflict can result.
- **Intergroup** conflict denotes disagreements within the associates of two or more groups or their representatives over authority and resources .

Causes of conflict :

- As we all know, conflict is and will be an inevitable part of our lives. Understanding and accepting that will help you handle a conflict effectively and maintain relationships. Conflict cases are numerous because of these factors:



- Unclear work expectations
- Poor communication
- Personality differences
- Bad work habits
- Lack of planning
- Stress and burnout
- Bullying and sarcasm
- Lack of respect
- Competition for resource



Negative impact of conflict:



A conflict is a negative consequence for the persons who are not discussing in a productive manner, the bad impacts are:

- Distract primarily purposes
- Psychological issues
- Violence
- Members leave the group
- A decrease in productivity
- Mental health concerns
- Reduce the exchange of ideas and information

Positive impact of conflict:



Most people are uncomfortable with conflict, that is why for many of us, it is difficult to imagine that a conflict can result any positive impact, but the truth is that a conflict can result a strong impact of change within a team, for example, a healthy conflict can :

- Create change
- Share and respect opinions
- Improve future communication
- Make better decisions
- Inspire creativity
- Group cooperation

A top-down view of a world map constructed from various shades of blue puzzle pieces. Several hands, belonging to people in business attire, are seen placing and adjusting the pieces. The background is a neutral, light-colored surface.

Ways of resolving conflict:

- No matter the cause of the conflict and disagreements, these strategies can help you to resolve conflict in a constructive manner and keep your relationships growing:



1. Understand the conflict

- Understanding means listening. It is important to first analyse and understand the problem well enough before making any other steps.



2. Discuss on the facts and present situation.

- It is important to discuss your opinions in a good, calm and positive manner so that anyone can understand your point of view and try to discuss the common aspects.



4.

Ask for the others viewpoint be explained

- Kindly ask the other person's to explain their opinions and empathise with them. Even if you disagree, let them talk without interrupting, otherwise the conflict can become worse.



3.

Don't try to change other's personality

- It is crucial to understand that everyone is different and have different ways to understanding. Accepting this will be the centre of the conflict solving process.

5.

brainstorm possible resolutions

- Try to be creative and think of as many different strategies to the problem as you can.



6. compromise



- Compromising is a very important step toward conflict solving. Here the both parties manifest courage and consideration and they are looking for a common ground . They agree to negotiate larger points and let go of the smaller points.



7. Accommodate When you realised you're wrong

- Manifest modesty accepting that you can be wrong and agree with the accusation or judgment against you.

8.

Collaborate

- Collaboration requires consideration and thinking creativity to solve the conflict. Collaborating with the other person means listening and understanding their opinions, discuss their agreements and goals, and ensuring that all persons understand each other.



SUCCESSFUL TEAM DEVELOPMENT

Successful teams typically have the following characteristics:

- Goal-oriented mindset
- Commitment to the roles
- Open to learning
- Clear communication
- Shared culture
- Responsibility and accountability

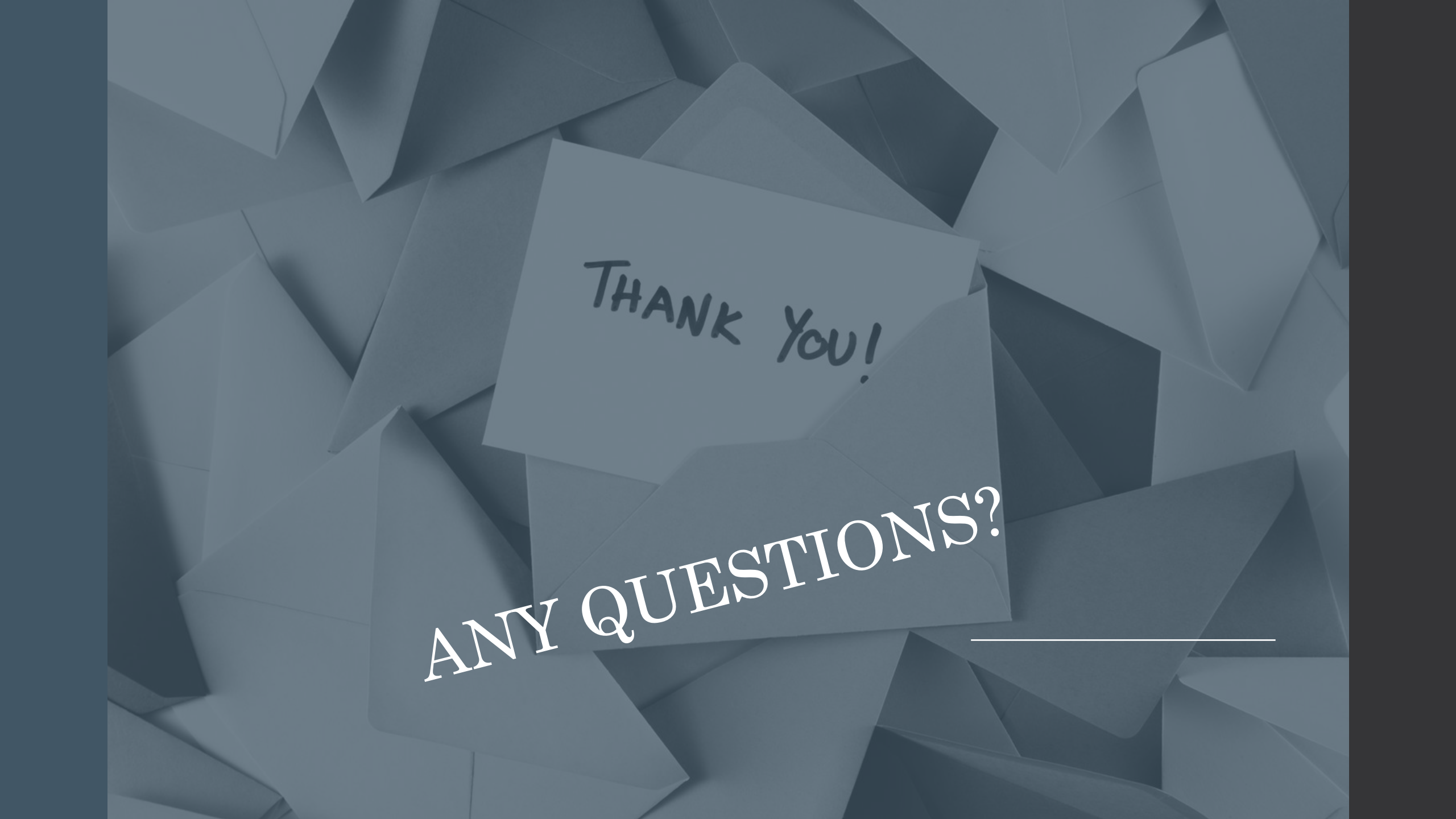


Conclusion:

- Conflict happens every where and it can be costly in terms of time and money , but as we discussed in previous slides, the bad consequences can be avoided with patience and positivity. Even conflict reasons are many and different, you can be sure that you will succeed following the previous solving advices. In this way you will see the positive impact of a more productive and creative team.

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The background consists of numerous overlapping, crumpled, and folded pieces of paper in various shades of blue and grey. The papers are scattered across the frame, creating a sense of depth and texture. Two prominent pieces of paper are visible: one in the upper center with the text 'THANK YOU!' and another in the lower center with the text 'ANY QUESTIONS?'.

THANK YOU!

ANY QUESTIONS?
