

CertHE Skills for the Workplace

Presentation

EFFECTIVE TEAM WORK AND COMMUNICATION



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Benefits of Team Development

o Speed Satisfaction Support Encouragement

Tuckman's Theory

Forming Storming Norming performing

Belbin's Theory

Resource Investigator team Worker Co-Ordinator Plant Monitor Evaluator
Specialist Shaper Implementer Completer Finisher

Managing Conflict

Identify Listen Prioritize talk Focus

Successful Team Development

Communication Delegation Efficiency Ideas Support

Benefits of Team Development

- o Being in a team has several benefits; typically work gets done faster
- o Also, other peers in the team can assess each others work
- o a team with foundation of trust will create more focus.

Tuckman's Theory

- o This theory is the idea that are stages that a team goes through to become more productive
- o This theory can be used to check how good the performance of a team is.
- o It can also be used to evaluate how a team should move on to the next stage.

Belbin's Theory

- o Resource investigator
- o team Worker
- o Co-Ordinator
- o Plant
- o Monitor Evaluator
- o Specialist
- o Shaper
- o Implementer
- o Completer Finisher

Managing Conflict

- o Find solution how conflict can be handled
- o Listening to everyone for better solution
- o Prioritizing the main body of conflict
- o Talk and resolve
- o Focus in the areas of mis communications to avoid future conflicts

Successful Team Development

- o The team should be developed so that every member knows what they are doing.
- o A team will be successful by using effective communication skills.
- o Managers should hold good relationships with the workers for better results.

Conclusion

Benefits of team working is that all team members understand each other and communicate at all times to make sure the operation of the business is running smoothly without and conflict or issues, by implementing Belbin's and Tuckman's Theory, for a successful team development.

References

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Thank You!





QUESTIONS