

Nowadays, team work is one of the most important factors that determines the productivity and success of an organization. However, building up an ideal team is not such an easy task. It involves building up consensus, value, skills, knowledge etc. amongst team members not to mention team leadership which is critical to the team building process.

**This workshop focuses on the various aspects of leadership as well as building up successful teams and an interactive approach is adopted so that participants can experience sensationally of how a successful team can be built up.**

## Course Outline

### 1. Team Formation

- Separate participants into teams
- Team member introduction
- Establish team name, flag and slogan

Team members will exchange ideas about their values and beliefs. They will get to know one another better through this exercise

- Learn about other team members
- Build up team identity
- Engage the team members

*Exercise, Group Discussion*

### 2. Game#1

**Task:** Participants will be divided into two teams and they will be asked to transfer ping-pong from one end to the other end with the given tools. The process is challenging and the participants tend to think of different ways to get it done within a given time.

**Debrief:** In fact, the best way is to collaborate. The participant often put his mindset into competing with others while the game does not require the team to do this and working together to complete the job is the morale behind this game.

**Linkage:** This game often inspires participants that at work, we should collaborate rather than competing with one another and the result is often better than working alone.

- Understand the concept of collaboration and communication
- Learn how to synergize and lead a cohesive team

*Game, Group Discussion*

### 3. Game #2

**Task:** Participants will be divided into teams. They will be asked to build a tower within a time period with the given tool.

**Debrief:** In this exercise, participants will need to plan effectively while job division will be required. In order to win the game, participants need to have a sense of moral and cope with sudden changes. Some kind of risk will be required to maximize the resources available to gain competitive edge and it will be essential for the team to maintain communication when they face adversity during the process.

**Linkage:** Based on the work division and team morale building during the game, participants will realize that team play requires good organization, a good risk-taking attitude and individuals will be able to contribute to the success of the team.

- Communication and collaboration with team members
- Reinforce positive energy in the team

*Game, Group Discussion*

## Objectives

1. Applying leadership principles on the debriefing of the activities
2. Enhancing the communication and cohesion of the team members
3. Enforcing the leadership in order to practice the guidelines and achieve the vision for the company
4. Learn about the importance of team trust

### 4. Game #3

**Task:** To find their team members in a situation where no verbal communication is allowed and everyone is eye-masked and line themselves up together in descending order numerically in a given time period

**Debrief:** This game makes participants realize that communication is very important and one needs good strategy to be able to work with one another. At the same time, be able to face unexpected situation is also very important and the key is to work with the other team members to get things sorted out

**Linkage:** This game helps participants to appreciate the importance of team communication in order to deal with unexpected situations which resembles real life situations

- Enhance team communication
  - Understand the need of planning
  - Enable one to lead proactively
- Game, Group Discussion*

### 5. Leadership for the 21st Century

- Why leadership is critical to the success of an organization
  - Leadership Capability required as managers
  - Traits of effective leaders in modern time
  - Change in role Assessing the leadership skills of participants
  - Change in right and obligations of job
  - Having ownership and responsibility
  - Learn about the traits of effective leaders
  - Understand what the modern leadership skills are
- Lecture, Case Studies, Activity, Exercise, Group Discussion*

### 6. Engaging team members through effective delegation

- The need to engage team members of different background
  - Handling the expectations of staff of the younger and older generations
  - Engaging staff through effective delegation
  - Learn about the need of engaging team members
  - Understand how to handle staff of different background
- Lecture, Case Studies, Activity, Exercise, Group Discussion*

### 7. Consolidate learning focuses into daily applications