
FRONT COVER:

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Foreword

The basic idea behind team building is getting all involved to stay focused on a common goal while at the same time forming a comfortable working relationship that facilitates this end. Get everything you need to know here.



Team Building Tsunami

A Tidal Wave Of Info On Building Your Team

Chapter 1:

Team Building Basics

Synopsis

Getting people focused on the goal should also provide the platform for better decision making processes and also better time management. When all concerned are basically of one mind then it is easier to get things done quickly and efficiently.



The Basics

Team building also gets the members to analyze their own individual contributions and work toward improved participation in personal effectiveness, communication, strategic planning, and other such contributing qualities.

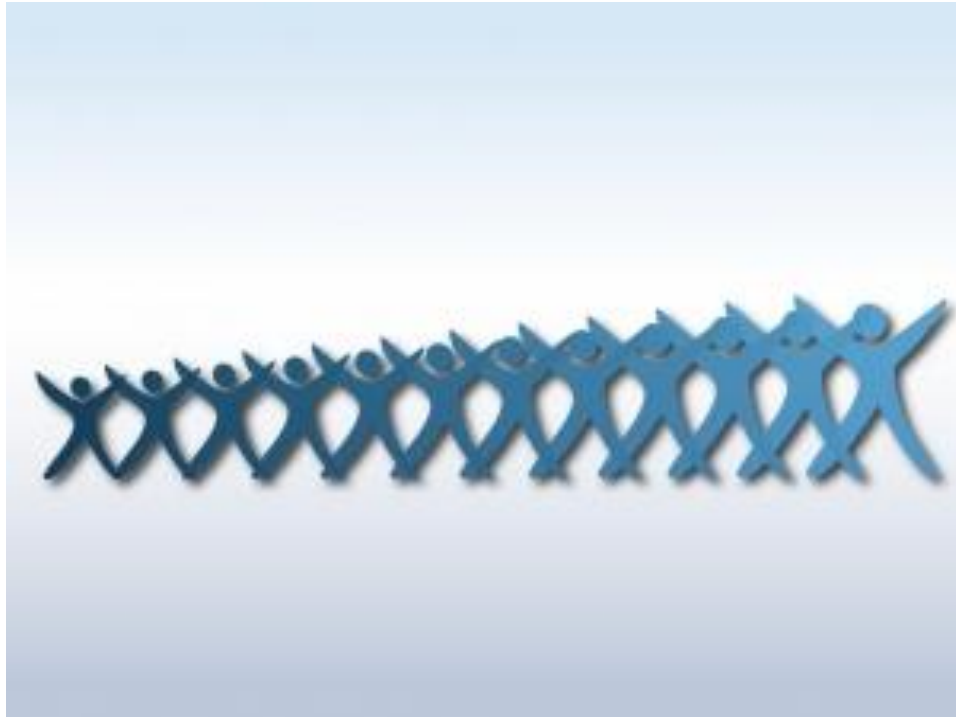
There is no one fits all, style of team building exercise that can be used of the shelf. However some team building modules can be used as examples to get everyone started on the right track.

The ongoing process that involves the various aspects of team building features is usually specifically tailored to fit the group that is working together on a particular project.

This is to ensure all involved are working towards a common goal as effectively and efficiently as possible. An effective team building exercise usually takes into account different elements such as the actual account design or product, the opportunities that would be or could be available to the team, possible constraints and how to deal with them as they come along, the environmental forces and its impacts and many others that could cause a significant impact on the workings of the group as a whole.

Perhaps even before the actual team building exercise commences there should be a period of active information collecting as this will help to design the best working style that would eventually produce the desired results with the timeline stipulated.

At this point certain rules and guidelines will be designed to be of practical help to all concerned.



Chapter 2:

Use Online Tools

Synopsis

When there is an efficient and effective team working together to get a project successfully completed there is also evidence of certain tools being used to help them get there. There are certain online tools that are reputed to be able to help teambuilding efforts to be smoother and easier in gaining their eventual goals.



The Net

The following are just some that could be used for the purpose of having a good team building effort:

- **Type Indicator** – this trusted personality assessment tool is quite commonly used in most team building setups where there is a need to get to know all involved and decided on the contribution and participation levels each individual is capable of. These may include elements such as understanding the different personalities that will be working together and how they will eventually effect and influence each other. There would also be information available on preferred styles of working where the exploration of possible potential annoying and irrational habits or thought processes can be addressed.
- **Team report** – here a summary of all the information gathered is further examined to help design the eventual team that will work together on the project. The process of the team discussing individual and team problems will be facilitated and assistance will be given on how to deal with these possible issues. Action planning worksheets and tips can be given to help improve the overall effectiveness and efficiency of the team.

- Communication style report – this tool help to optimize communications within the team. This will give the team the competitive edge it needs to stay on track and relevant in the industry. Providing an insight into the particular style followed by the team and also providing insights into how other teams work their communication angles will further helps teams fine tune their own angles.



Chapter 3:

Beef Up Your Commitment

Synopsis

For any teamwork exercise to work at its optimum the team building aspect of the exercise should ideally address the issue of commitment. This particular element is almost completely instrumental in providing the platform for successful results.



Buckle Down

For the level of success to be clearly evident there should be a sense of commitment, the ability to work together well, mutual understanding and accountability, access to skills and resources and any other connective elements that would positively contribute to the success of the team work.

When those making up the team effort especially the ones higher in the hierarchy cannot establish some level of commitment of themselves and from all the participating members, there will be serious problems within the flow of the project.

Understanding the importance of commitment and ensuring this fact is firmly established should be done almost immediately at the onset of the project undertaken.

Providing the platforms where accountability is sought and ensuring the relevant support is provided for the eradication of elements such as doubts and fears should be implemented.

This will help all concerned to air their views and help them not to feel pressured to commit but instead want to commit willingly and completely to the project.

There will be fewer answers like “maybe, could be, perhaps” and instead more firm “yes” committing scenarios.

Part of team building is to understand that most times people avoid firm commitment because they more often than not get caught up in the process of doubts.

These doubts could stem from the other participants, the project matter itself, the impacts the project will create negative or otherwise, the time frames projected and many other factors.

All these doubts and more usually precede any meaningful commitment made thus it should be addressed adequately. By effectively addressing these issues and sorting out the possible problems through the anticipation process the leaders of the team should be able to provide the necessary supporting tools to help all involved to pass through this stage efficiently so as not to cause any hiccups in the actual project process.

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