

# OUTLINE

## Team Building Training

### Lesson 1

#### *Getting Started*

- Icebreaker
- Housekeeping Items
- Course Aims and Objectives

### Lesson 2

#### *Defining Success*

- What's a Team?
- A Summary of Tuckman and Jensen's Four-Phase Model

### Lesson 3

#### *Types of Teams*

- The Conventional Team
- Self-Directed Teams
- E-Teams

## Lesson 4

### *The Initial Stage of Team Development – Forming*

- Hallmarks of This Period
- Things To Do As A Leader
- Things To Do As A Follower

## Lesson 5

### *The Second Phase of Team Development – Storming*

- Hallmarks of This Period
- Things To Do As A Leader
- Things To Do As A Follower

## Lesson 6

### *The Third Phase of Team Development – Norming*

- Hallmarks of This Period
- Things To Do As A Leader
- Things To Do As A Follower

## Lesson 7

### *The Fourth Phase of Team Development – Performing*

- Hallmarks of the Stage
- Things To Do As A Leader
- Things To Do As A Follower

## Lesson 8

### *Team Building Activities*

- The Advantages and Disadvantages
- Team-Building Tasks That Make People Cringe
- Selecting a Location for Team-Building

## Lesson 9

### *Making the Most of Team Meetings*

- Setting the Time and the Place
- Attempting the 50-Minute Meeting
- Using Celebrations of All Sizes

## Lesson 10

### *Solving Problems as a Team*

- The Six Thinking Hats
- Encouraging Brainstorming
- Building Consensus

## Lesson 11

### *Encouraging Teamwork*

- A Few Things to Do
- Some Things to Avoid
- Some Things to Consider

## Lesson 12

### *Wrapping Up*

- Words from the Smart
- Lessons Learned
- Conclusion of Action Plans and Evaluations

This course can be fully customised for your business team.  
Please contact us for more details and our team will happy to assist.

[www.paramountplus.com.au](http://www.paramountplus.com.au)

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