

Building Successful Team Communication and Collaboration Skills

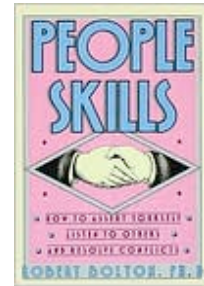
Team Success Depends on Effective Communication and Collaboration

Team Success depends on its ability to communicate and collaborate effectively in every day work, when in crisis and when change or creativity are warranted. This course is similar to the Communicating With Influence course except additional team and collaboration concepts replace influence topics.

Who Should Attend Any person whose success depends on his or her ability to communicate effectively and work collaboratively with others.

Course Length: 3 days

Student Materials: *Building Successful Team Communication and Collaboration Participant Guide*, 300 pages



Benefits

- Provide and receive constructive feedback to influence change
- Define goals for a specific communication and design the most effective methods of delivery
- Use communication techniques to positively influence how another person thinks or behaves
- Create collaborative work environments that lead to synergy among team members
- Create methods and plans to improve the productivity and quality of a team's work.
- Analyze competition and identify when it is healthy and productive and when it is not constructive

What You Will Learn

- Analyze your own psychological communication and work styles.
- Analyze another person's style of processing information, working, and making decisions

Building Successful Team Communication and Collaboration Skills (cont'd)

- Understand how perceptions are created and be better able to successfully manage them
- Effectively listen and understand the content and emotional components of messages
- Prepare and adapt influential messages to all the potential styles of receivers
- Analyze the communication and work styles of intact teams and team members
- Analyze and effectively manage key team dynamic issues related to intact teams
- Build teams to optimize collaboration and synergy