

Building Successful Team Communication Skills

Communication Leads to Synergy

The latest business research indicates that a team's ability to succeed depends on how effectively individuals, and the team as a whole, communicate effectively, accomplish their work and collaborate. Individuals communicate effectively when they successfully analyze and adapt to the way other people process information, work and makes decisions. Team members collaborate effectively and produce in a synergistic way only when they are clear about their own communication and work styles and can effectively adapt to the style needs of their colleagues.

This two-day program focuses heavily on interpersonal and team communication skills, with less emphasis on collaboration skills and designing effective teams. This course is the two-day version of Communicating with Influence I without: a. the influence, b. delivering difficult messages, and some of the team communication topics.

This knowledge- and skill-based course lays the foundation for building successful team dynamics and communicating successfully in team and one-on-one interactions. The learning methods and exercises in this course focus on creating new ways of thinking and behaving that can lead to long-term, self-sustained personal change.

Who Should Attend: Any person whose success depends on their ability to communicate effectively and influence how other team members think and perform.

Course Length: 2 days

Student Materials: *Communicating With Influence II Participant Guide*, 300 pages



Benefits

- Use communication techniques to positively influence how another person thinks or behaves
- Analyze the communication and work styles of intact teams and individual team members
- Analyze and effectively manage key team dynamic issues related to intact teams
- Create methods and plans to improve the productivity and quality of a team's work
- Design a team that has the greatest potential for accomplishing specific goals and objectives

Building Successful Team Communications (cont'd)

What You Will Learn

- Define goals for a specific communication and design the most effective methods of delivery
- Analyze your psychological communication and work styles
- Analyze another person's style of processing information, working, and making decisions
- Prepare and adapt an influential messages to all the potential styles of receivers
- Understand and practice using the rules for win/win/win collaborations
- Develop solutions to real-life organization problems using effective collaboration techniques