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- Tutor-led training
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# Leading Effective Teams

## Introduction

**Introduction** This practical, hands-on approach to team leadership addresses the three essential elements of creating an effective team: focusing on results, providing structure, and building positive interactions and teamwork.

**Objectives** You will be given tools to help you document the purpose of your team and account for all the tasks that need to be done. You will learn techniques to help you keep the team on track, and tools to measure the productivity and effectiveness.

**Designed for** Managers who want to learn more about group dynamics and how to influence them.

**Duration** 1 day

**Topics**

- Focus on results.
- Document the purpose.
- Confirm performance requirements.
- Manage resources.
- Measure performance.
- Provide structure.
- Document roles and responsibilities.
- Develop operating guidelines.
- Follow a plan.
- Build teamwork.
- Maintain relationships.
- Develop communication skills.
- Support the team.

**Follow-up** Motivating Employees – 1 day  
Solving Problems as a Team – 1 day

*Imagine what you'll know tomorrow...*

**For more information call**

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