

COMMUNICATION & TEAMWORK

1-Day Program



Communication and teamwork should go hand in hand for fostering an environment of harmony and focus within any organization. However, the reality is that these remain to be underutilized over years in companies. Lack of collaboration and ineffective communication have most often been cited as key reasons for workplace failures, more so today. This DOOR program provides inputs to participants on communicating effectively to enhance teamwork for achieving success, both individually and collectively.

Communication & Teamwork



Topics

- + Introduction to communication and teamwork
- + Relation between communication, teamwork and productivity
- + Barriers and pitfalls
- + Encouraging collaboration and trust
- + How to enhance communication and teamwork

Training Objectives

At the end of this training you will be able to:

- 1 Understand the importance of communication and teamwork in increasing productivity and achieving success
- 2 Identify the barriers of communication and teamwork
- 3 Learn ways to encourage and enhance collaboration and trust

Duration

1 Day

EFFECTIVE #TEAMWORK BEGINS AND ENDS WITH COMMUNICATION.

Program Schedule

Introduction to communication and teamwork

- + What is organizational communication?
- + Is teamwork only limited to teams?
- + What roles do communication and teamwork play in an organization?

Relation between communication, teamwork and productivity

- + How clear communication and effective teamwork results in productivity and success

Barriers and traps

- + Organizational barriers
- + Team barriers
- + Individual barriers

- + Traps and game-playing
- + Uncontrollable barriers
- + Developing scanners

Encouraging collaboration and trust

- + Creating a circle of trust and collaboration
- + Learning to speak the language of one team and one organization

How to enhance communication and teamwork

- + Overcoming barriers to communication and teamwork
- + Working towards the larger organizational goals

More information

If you would like to discuss any one of our programs please contact us.

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