PRODUCTIVE
TRAINING
Solutions for improving workplace trust, communication and relationships

Target Growth Areas:

- Shared understanding & teamwork
- Self-knowledge & self-management
- Relationship improvement tools
- Greater team accountability & results
- Interpersonal communication tools
- Interdepartmental communication
- Greater cooperation/team trust

"If everyone is moving forward together, then success takes care of itself." ~Henry Ford

"Talent wins games, but teamwork and intelligence wins championships."
~ Michael Jordan

When asked: "would you recommend this workshop to others?" Out of the last 10 workshops we conducted, 95% of attendees said "YES".

When asked who would you recommend this training for? Some of the many participant comments were:

- *All of our company!*
- *Good for every organization.*
- *Gives some very realistic and life situations for communication.*
- *Everyone has room for improvement.*
- *To all Supervisors.*
- *Co-workers, so they can be better listeners.*
- *Others in my group and my boss.*
- *Colleagues I work closely with.*
- *Co-workers – we all can use some help in working better with others.*
- *All engineers to better connect with an serve internal customers.*
- *Other co-workers.*
- The whole company.

P: 734.332.8770
F: 734.669.8792

www.ProductiveTraining.com

Organizational Teamwork

This one-day interactive workshop is designed to help your organization's departments and individuals work together better and function more as a cohesive team.

Proven Program Content

During the workshop goal, we will accomplish the following objectives:

- Identify the key shared characteristics of successful teams and team members
- Refine and communicate the vision for your functional area or project team
- Clarify and recommit to shared values employees want to support
- Identify areas you like most about your team or department and (magic wand) areas you would change or improve and how
- Assess each team member's behavioral strengths and weaknesses
- Understand different behavior styles and how they affect yourself and your team interactions
- Practice techniques to improve interpersonal relations with team members, supervisors, co-workers and clients
- Develop a personal action plan to increase your own professionalism as a productive team player
- Explore team development stages and ways to maximize team effectiveness

Audience:

Managers, supervisors, and employees who wish/need to strengthen their ability to work together with others more effectively and with better results. Group size: from 6 to 18 people. This course is ideal for greater team consistency within/between departments or even company-wide training.

Participant benefits:

- Inviting better responses and results from coworkers and customers
- Approaches for greater teamwork, confidence, clarity and consistency
- Options for improving one and two-way communication and trust
- Practical approaches to continue practicing beyond the workshop
- Relationship and mutual respect enhancement reminders
- Proven tools for enhancing departmental or organizational information sharing

Tangible results:

This proven program has been a best seller for over twelve years for good reason. It is highly interactive, provides practical approaches for everyday use and it invites noticeable improvements in workplace teamwork. Many of our clients have had us come back several times to train more employees or even their entire staff due to the welcomed results.

Accountability & Measurement

This single-day workshop includes self-assessments and a follow-up email reminder after sessions to accelerate and reinforce application after the training. These follow-up approaches (and optional compatible training modules) help boost sustainability and daily practice by more of your people.

Program delivery Includes:

- Interactive workshop and useful reference workbook
- In session Individual personal communication improvement plan
- Quick and helpful Self-Assessment
- Hands-on team application practices.
- Executive summary of all participant feedback

Program length/Commitment:

Standard program structure is: One Full-day, with up to an email reminder within 4 weeks to support application and practice time and to help reinforce positive team behavior improvements.

Great Returns on your Skill-Building Investment!