Team Building
Developing Synergy

Workshop Summary
The Accel-Team Building Developing Synergy Workshop is the most effective and time efficient way to bring about organisational integration and performance improvement.

It dispenses with ineffective gimmicky team building activities and the ‘paralysis through analysis’ profiling of this and that personality type. Instead delegates attending our team building workshop, will critically focus on how their organisation operates, what it does, why it does it, where things are done, how they are done, who does what, and to what effect.

Using a variety of innovative techniques that are easily understood, relevant, practical and sensible, delegates will quickly grasp the ‘big picture’ then step-by-step, drill down to where improvements can be made.

Delegates will find the workshop challenging, thought provoking and rewarding. Ultimately they will leave the workshop with ideas for improvement and an enthusiastic fresh perspective on the important impacting factors in the organisational environment.

The wider perspective on...
- The world of work
- Roles
- The business process; inputs, conversion and outputs
- How and why things are measured
- The effect on people and the effectiveness of measurement
- Group interactions
- Team-work
- Integration of personal, group and organisational goals
- Areas for individual, inter-groups and organisational performance improvement

...a bigger, clearer picture.

Delivering Improvement
Team Building for Real World Workplaces

Improved integration and performance of individuals, groups, departments, systems, processes, methods and resources.

Sense + Simplicity + Relevance = Results
Workshop Process

The workshop uses the talent, experience, wisdom, logic and existing thought patterns of the delegates to forge an improved conceptual model of the organisation, from that which exists at the start of the team building process.

They can use the workshop either to tackle:
- Existing problems
- Perceived future challenges
- Or in a ‘blue skies’ mode to think about ways of improving how the organisation operates.

Delegates first establish existing facts, their thinking, perceptions, assumptions, experiences and their attitudes; the good, the bad and the ugly. They then begin to challenge this existing base in order to develop an improved conceptual model.

From the improved conceptual model, delegates seek improvements by testing the new model using debate, exercises, activities and role playing. Expect improvements to come from the group in one or more of the following areas:
- The business process
- Individual Performance
- Group Performance
- Methods
- Materials
- Systems
- Management
- Leadership
- Relationships
- Processes
- Development
- Improvement

The workshop will enable delegates to fully explore their work places, the organisational environment and beyond. It will realistically challenge the way they think and view their work place, their work and their relationships thus paving the way for improved opportunities for personal development and organisational effectiveness.
Team Building Blocks

The call out opposite shows the team building blocks, we use. They are the essential dynamics that enable any group of people to come together in an organised fashion to deliver or produce effectively and efficiently, goods and services.

An initial diagnostic team building exercise takes the form of a comprehensive questionnaire, which individual workshop members complete.

The outcome from the exercise is a composite radar chart displaying the relative strengths and weaknesses of each of the 9 team building blocks.

This starting profile is the first step in the team building workshop process.

Delegates then go through the team building blocks starting profile, under expert guidance. ‘Sore thumbs’ and hidden problems quickly become apparent. This is done in a simple, easily approachable and common sense fashion.
Activities

To make the learning and the team development process more effective, during the course of the workshop a number of team building activities are used. These are designed to be stimulating, informative and challenging. Delegates will be taken through the world of work, from the big picture of the organisation and its role, down to groups, and individuals.

- Roles, duties and responsibilities will be explored.
- Relationships and just how things are done will be examined. All under an expert eye, looking for those areas for improvement.

The team building exercises and activities, where appropriate, include the following:

Performance review and projection

Using input data from the workshop planning phase, delegates interpret key performance data, ‘where have we come from?’ ‘Where are we heading?’ ‘What caused...?’ ‘How did that...?’

This contextual team building activity is powerful, using time series graphs of key performance indicators and using the simplest of trending techniques delegates will fundamentally change their approach to performance management. This focuses team building on the main objective, performance improvement. Events in history can be fully explored and their effects on past and present performance evaluated. Future projections are then made.

Role playing

Using the open systems model of the organisation, role playing is simple to setup. During the preparation stage for the team building workshop, relevant special interest groups (or SIGs) are identified. For a commercial organisation these could include:

- Employee SIG
- Senior management SIG
- Owners (shareholders) SIG
- Suppliers SIG
- Customers SIG

Again using the open systems model it may be appropriate to have only internal SIGs, thus:

- Sales SIG
- Marketing SIG
- Manufacturing SIG
- Administration SIG

Output from the team building process, such as problems, challenges, opportunities, weaknesses etc. are evaluated from the differing perspectives of each SIG.

Delegates will use role playing as a means of stimulating discussion, that is aimed at problems solving

- Provides individuals and the groups with insight into attitudes that may differ sharply from own
- It gives the delegates the chance to assume the personality of (to think and act like) another group; leading to better understanding

Challenging relevant role playing
### Buzz sessions

Buzz sessions can be inter spaced through out the team building process to stimulate thought, discussion and add interest. These short sessions entail a guest speaker delivering a short presentation on a relevant subject. Such speakers can be experts in their field, they can be internal employees (QA manager for instance) or external guests from suppliers and or customers.

The idea is to further add goal congruence, context and relevance to the team building process.

### Site visits

Site visits can be arranged and conducted prior to the workshop, during the workshop or post the workshop. They are used to develop organisational awareness to compare how the organisation perceives itself internally and how it is perceived externally by suppliers and customers.

Site visits also develop better working relationships and improved problem solving capability. It brings together the concept of ‘thinking outside the box’ by visiting those who ‘live and work outside the box’.

- Relates theory to ‘real’ problems.
- Observe something that cannot be brought into a workshop.
- Stimulates interest and concern.
- Demonstrates a course of action in a work environment.
- Discuss with other workers in their working environment.
- To find out details of how things are done.
- Observe organisational cultures or environments.

### The evaluation tools

During the team building workshop, where appropriate, a number of evaluation activities are deployed.

**Problem development time-line exercise**

Any organisational problem has an history. Problems in the team building workshop are evaluated historically with this activity.

**Predicting the future exercise**

This activity will assist in gaining agreement for the need to change. What is looked for is the negative consequences flowing from allowing a current unsatisfactory situation to ‘fester.’

**Exploration of change analysis activity**

Designed to explore a problem in terms of what happened and when in some detail this exercise takes real workplace events and has the groups analyse past events and the effects on SIGs.

**Individual, group, organisation, suppliers and customers needs analysis activity**

During the team building workshop problems in one area or another, or at one level or another will come to the fore. Delegates, will pinpoint when things started going wrong, they will predicted what they think will happen if things continue in the current vain and they have begin to explore the problem in terms of the effect the unsatisfactory situation is having on them.

Delegates explore what they would like to build into a future solution to this current unsatisfactory situation, that meets their role playing SIG needs.

These activities let the group get to grips with the problem. How would they solve this (or that) particular problem? These activities greatly improve their problem solving capabilities of delegates and a greater awareness of the dynamics involved in making decisions.

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**Powerful, illuminating diagnostics to develop improved conceptual models and improved problem solving capabilities**
Suggested Uses

Take your group out of their workplace in order to share work-related common interests. Use the programmed team building approach:

- To identify explore and improve individual work performance problems and opportunities.
- To identify explore and improve group working problems and opportunities.
- To extend knowledge through intensive study, research, and discussion.
- To solve work-related problems by sharing common experiences and knowledge.
- To develop action plans.
- To change attitudes through the amicable examination of the evidence.
- To develop a wider perspective on performance improvement.
- To develop organisational awareness.
- To develop negotiating skills.
- To develop leadership skills.
- Etc.

The schematic opposite illustrates the broad perspective of our approach team building through performance improvement.

Simple open systems modelling and charting techniques to develop wider perspective on performance improvement.
Workshop Delivery

We are situated in the UK (Cumbria) and will deliver the workshop, ourselves or use a partner organisation, in the UK or overseas by arrangement.

Essential requirements

Duration
There are a range of options in respect of duration.

- 1, 2 or 3 day workshops, or
- A project based approach, with an initial workshop following on from which ad hoc debriefing / progress workshops to coordinate activities flowing from 1. above, such as site visits to other locations, progressing various improvement activities and so on.

Where
We will deliver the workshop:

- On your premises, if you have suitable facilities available. Essentially you provide your in-house facilities, book our accommodation and we deliver.
- On suitable premises in a location near to you, with suitable facilities. Essentially you book our and (optionally) your accommodation, we travel and deliver.
- Residential premises here in Cumbria in the heart of the English Lake District. Essentially, we book accommodation, you travel and stay, we deliver.

How
The essential facilities we use are:

- White board
- Flip charts and board
- Overhead slide projection facility (optional)

What
We are goal driven and in order to do this we need to know from the onset what it is your organisation seeks to do better. In order to achieve change in your group we need to know the answer to the following question.

What is it you seek from our team building workshop?
This may appear a trite question, but we are surprised by the number of people unable to give an answer to the question.

Consider:

- Transfer of knowledge or sharing of knowledge and information...
- To practice problem solving...
- To develop skills...
- To change attitudes...
- To examine a problem...
- Etc.

Next step
To discuss your team building requirements and or to book contact us by:
Call: +44 1946 82 3191 or
Email: sales@accel-team.com

Ordered common sense approach