

This College Africa Group course will enhance the user's skills on the subject and teaches fundamentals as well as strategies in an easy to follow, easy to understand format and includes practical exercises which will assist in developing your skills in the workplace.

# **COURSE OUTLINE - Rapid Team Deployment, First Edition**

#### Course Number: AXO84-125SG

#### Days: Self Study

**Description:** This integrated approach to high-performance team building delivers the how-toss of planning, structuring, recruiting, and improving. You don't need years of experience as a team leader to elicit successful outcomes. You just need to know the basics, which you II find in this concise guide that takes you from initial strategy setting to final follow-up.

## **Topic-Level Outline**

#### Part 1: Defining Team Direction

Team Mechanics Stages of Team Development To Team or Not to Team? Empowerment Rapid Team Deployment The Team Environment Defining Team Requirements Management Support Roles Establishing Team Leadership Team Facilitator

#### Part 2: Organizing Your Team

Team Recruitment Team Charter Briefing the Team Master Planning

#### Part 3: Team Building Dynamics

Team Kick-Off Team Ground Rules Team Training Handling Team Differences

#### Part 4: Accelerating Teamwork

Increasing Your Teams Pace Project Management Unstitching Stuck Teams Adjusting Team Membership

# Part 5: Team Wrap-Up

Wrap-Up

### **ABOUT US**

Established as EasyExcel, the company has been re-branded as College Africa Group. College Africa Group has been in operation since 2003 and has trained many corporate and professionals throughout Southern Africa. (For more info click here.) (http://www.collegeafricagroup.com)

## ACCREDITATION

College Africa Group is MICT SETA accredited and a Microsoft Partner. College Africa Group has more than 30 years' experience in Financial, Sales, Operations, Marketing and Administration Directorship and understands the problems and deadlines you face.

MS OFFICE		SOFT SKILLS
<ul> <li>EXCEL</li> <li>WORD</li> <li>POWERPOINT</li> <li>OUTLOOK</li> <li>ACCESS</li> <li>PROJECT</li> <li>(www.collegeafricagroup.com)</li> </ul>	- - -	SALES NEGOTIATION MEETING PROTOCOLS TELEPHONE SKILLS KEYBOARDING (www.collegeafricagroup.com)

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	solutions. Excel comprehensive online courses, email for more

details.



# **CONTACT DETAILS**

Arnold Muscat Direct 083 778 4903 Email: <u>sales@collegeafricagroup.com</u> Click to Join our <u>Loyalty</u>



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