

Two Days Workshop on

Team Building



November 9 – 10, 2006
(non-residential)

at
India International Centre
New Delhi



Building Materials & Technology Promotion Council
Ministry of Housing & Urban Poverty Alleviation
Government of India

INTRODUCTION

An organization is composed of a group of individuals that have come together out of mutual interest. To call a group of individuals a team has some meaning only when group of individuals actually function as a team. This needs the right insights and tools. Each individual brings to the team his or her special talents, history, skills, experiences which is required to be effectively pooled in a team to get the desired results. It is important that individual work in a group with a common goal. It is the group process that uses activities requiring members to work together to discover shared interests and lays the groundwork for new and deeper friendships.

When done effectively, team building highlights each person's differences in values, personality and skills while simultaneously building the membership into a cohesive, trusting and mutually supportive group. Building strong interpersonal ties increases member satisfaction and group productivity. Team building should not be used in an attempt to make everyone the same.

With so many personality styles, communication modalities and dysfunctions, team members have to learn how to be an effective team player. They have to make a habit of leaving their personal problems and lackluster attitudes at the door. They have to take the time to listen instead of assume, and to practice assertiveness instead of aggressiveness. They have to learn to develop tact when sharing opinions and ideas, and learn not to take everything so personally. Effective team players have to know how to manage their individual egos, bite the bullet and simply follow the designated project leader or team captain. The best team players are skilled at assuming multiple roles, stepping up to do whatever it takes to get the job done on time, on budget—without breaking the rules. They are autonomous and self-sufficient. While able to keep management in the know, effective team players work even without any supervisor.

Effective team players have access to creative strategies that allow them to come up with innovative solutions to constant challenges. Great teams players learn to thrive on change and to leverage the strengths of each other to get things done. Collectively, great teams and their organizations understand that creativity and innovation drive growth. They develop systems to reinforce, reward and recognize those who exceed expectations.

This Workshop on “Team Building” will help the participants to walk away with the insights, attitudes and skills, necessary to make teams work.

PROGRAMME OBJECTIVES

1. Understanding the importance of Teams and Workgroups
2. Understanding the importance of Team Building
3. Facilitating Understanding of oneself in a Team Environment
4. Learning to Develop required skills in order to function effectively in a group
5. Helping the Participants to appreciate and realize the importance of not only building teams but also passionately owning them for effectiveness.

PROGRAMME SCHEDULE

November 9, 2006 (Day 1)

09:30 AM – 10.00 AM	Registration
10:00 AM – 10.30 AM	Mapping Expectations
10:30 AM – 11.00 AM	Forming Groups – Transforming Groups into Teams
11:00 AM – 11.30 AM	Tea Break
11:30 AM – 01.00 PM	(a) Who Am I? (b) Souvenir (c) Punches
01:00 PM – 02.00 PM	Lunch Break and Reflections
02:00 PM – 03:00 PM	Workgroup Vs Teams
03:00 PM – 03:30 PM	Tea Break
03:30 PM – 04:30 PM	Power of Teams (a) Exercise 1 (b) Exercise 2
04:30 PM – 05:00 PM	Take Away Home

November 10, 2006 (Day 2)

10:00 AM – 10.30 AM	Key Learning from Day 1
10:30 AM – 11.30 AM	How to Communicate in a Team? – Session 1
11:30 AM – 12.00 PM	Tea Break
12:00 AM – 01.30 PM	Where Am I in a Team?
01:30 PM – 02.30 PM	Lunch Break and Reflections
02:30 PM – 03:30 PM	Who is a Leader in a Team?
03:30 PM – 04:00 PM	Tea Break
04:00 PM – 05:00 PM	Hand Picking Team Members – A Film

REGISTRATION FEES

Rs. 5,000/- per participant. The Course fee includes Training materials, Kit, Lunch, Refreshments. Interested participants/companies may apply along with requisite course fee in the form of Cash/Demand Draft/Bankers Cheque drawn in favour of “Building Materials & Technology Promotion Council” payable at New Delhi.

WORKSHOP EXPERT

The Workshop will be conducted by Prof. Anu Singh Lather, who is a senior faculty at University School of Management Studies, GGS Indraprastha University, Delhi. She is an HRD professional and OD Expert. She has to her credit teaching and corporate training experience of more than eighteen years.

LEARNING EXPECTATIONS

Participants should take away a new perspective on the importance of individual’s contribution in ensuring team effectiveness. They should be able to identify some knowledge and skills gaps in their own attitudes and behaviour with respect to team requirements and become curious to pro-actively look for opportunities to fill identified gaps.

For better interaction, seats have been kept limited which will be on “First come, First serve” basis. In case, number of participant increases, they will be accommodated in next programme.

Priced Publications of BMTPC



DIRECTORY OF INDIAN BUILDING MATERIALS & PRODUCTS (with information on Nepal & Bhutan) 2004-2005
550 pages, Rs. 1000 + 200 postage



VULNERABILITY ATLAS OF INDIA (1997) - Earthquake, Windstorm and Flood Hazard Maps and Damage Risk to Housing, 712 pages, Rs. 3000 + 200 postage - State and Union Territories - wise VULNERABILITY ATLASES - Rs.800 + 75 postage for each



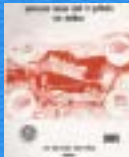
BUILDING MATERIALS IN INDIA: 50 YEARS - 560 pages, Rs.1500 + 200 postage



LANDSLIDE HAZARD ZONATION ATLAS OF INDIA - Landslide Hazard Maps and Cases Studies, 125 pages - Rs.2500 + 200 postage



HOUSING AND KEY BUILDING MATERIALS IN INDIA - A LONG TERM PERSPECTIVE - 98 pages, Rs. 700 + 75 postage



MANUAL FOR REPAIR AND RECONSTRUCTION OF HOUSES DAMAGED IN EARTHQUAKE OF Oct.91 in the Garhwal Region of U.P. 81 pages, Rs. 150 + 75 postage



INSTRUCTION MANUAL FOR APPROPRIATE BUILDING SYSTEMS 64 pages, Rs. 150 + 75 postage



GUIDELINES FOR DAMAGE ASSESSMENT AND POST EARTHQUAKE ACTION - JABALPUR (Three Parts) - Rs. 250 + 75 postage for each part



PRECAST BUILDING COMPONENTS - 28 pages, Rs. 150 + 30 postage and packing



GUIDELINES FOR DAMAGE ASSESSMENT AND POST EARTHQUAKE ACTION (Two Parts) - Rs. 250 + 75 postage and packing for each part



BUILDING WITH COMPRESSED EARTH BLOCKS 28 pages, Rs. 60 + 30 postage



GUIDELINES FOR IMPROVING EARTHQUAKE RESISTANCE OF HOUSING - 76 pages, Rs. 350 + 75 postage



STANDARDS AND SPECIFICATIONS FOR COST EFFECTIVE INNOVATIVE BUILDING MATERIALS AND TECHNIQUES 128 pages, Rs. 200 + 75 postage



GUIDELINES FOR IMPROVING WIND/ CYCLONE RESISTANCE OF HOUSING - 50 pages, Rs. 350 + 75 postage



DIRECTORY OF CONSTRUCTION EQUIPMENT AND MACHINERY MANUFACTURED IN INDIA - 684 pages, Rs. 1500 + 200 postage



ARCHITECTURE OF SAARC NATIONS. 196 pages, Rs. 250 + 75 postage

Publications may be obtained by sending Demand Draft, drawn in favour of BMTPC payable at New Delhi

FOR FURTHER INFORMATION, PLEASE CONTACT THE FOLLOWING:

R.K.Celly
Executive Director
or

J.K.Prasad, Chief - Building Materials
Building Materials & Technology Promotion Council
Ministry of Housing & Urban Poverty Alleviation, Government of India
Core 5 A, 1st Floor, India Habitat Centre
Lodhi Road, New Delhi 110003

Tel. +91-11-2463 6705, 24638096; Fax: +91-11-24642849
E-mail: info@bmtpc.org; bmtpc@del2.vsnl.net.in; Website: www.bmtpc.org