

Course Overview:

No matter if you are the boss at your company or an employee, change affects everyone. In dealing with change, people must address their own thoughts, feelings and behaviors first to be able to go through the labyrinth of change.

There are loads of books and training programs addressing organizational change. The different thing about this training program is that it focuses on personal reactions and emotions and what it actually feels like during a workplace change or a personal change. It provides you with a logical framework to assist you in gaining perspective on the change situation you are facing and its impact and helping you develop insight that will guide you through the transition.

The goal of this program is to help you take responsibility for how you react and respond to change by giving you a set of tools and techniques of self-awareness and assessment to light up the curves and sometimes bumpy ride on your road to change.

Course Objective:

At the end of this training content, your participants will be able to:

- Understand change.
- Identify and overcome obstacles.
- Understand the impact of change.
- Understand the need for an excellent change management process.

Course Outline:

Module One: Getting Started

- Housekeeping Items
- Pre-Assignment Review
- Workshop Objectives
- The Parking Lot
- Action Plan

Module Two: What Are The Benefits Of Team Building?

- Better Communication And Conflict Resolution
- Effectiveness
- Motivation
- Camaraderie

Module Three: Types Of Team Building

- Games
- Activities
- Education
- Social Gatherings

Module Four: Creating Team Chemistry

- Games For Introductions
- Games To Build Camaraderie
- Games For Problem Solving
- Games To Stimulate Interaction

Module Five: Improving Team Strength

- Games To Build Trust
- Games To Motivate
- Games To Build Communication

Training Language:

English-Arabic

Training Methodology:

- Presentation & Slides
- Audio Visual Aids
- Interactive Discussion
- Participatory Exercise
- Action Learning
- Class Activities
- Case Studies
- Workshops
- Simulation

-Games For Conflict Resolution

-Module Five: Review Questions

Module Six: Engagement and Collaboration Activities

-Activities To Build Camaraderie

-Activities For Idea Sharing

-Activities To Build Trust

-Activities To Stimulate Interaction

Module Seven: Building a Great Team Identity

-Activities To Motivate

-Activities To Improve Working Together

-Activities To Build Communication

-Activities For Conflict Resolution

Module Eight: Social Gathering

-Singing / Karaoke

-Dinner / Pot Lucks

-Physical Activities

-Meetings

Module Nine: Common Mistakes When Team Building

-Letting Cliques Develop

-Not Delegating Tasks

-Rewarding In Private / Criticizing In Public

-Disjointed Plans Of Grandeur

Module Ten: Formatting A Team Building Plan

-Define The Goal

-Consult Team Members

-Research And Create Structure

-Keep It Fun

Module Eleven: Evaluations and Improvements

-Was The Goal Met?

-Was The Team Building Cohesive?

-What Did The Team Think Of The Team Building?

-How Can The Team Building Be Improved For Next Time?

Module Twelve: Wrapping Up

-Words From The Wise

-Review Of The Parking Lot

-Lessons Learned

-Recommended Reading

-Completion Of Action Plans And Evaluations

Who Should Attend:

-Anyone interested in understanding the basic principles of achieving successful organizational change, transition or transformation.

-Team members involved in organizational change, transition or transformation projects