FORMATIONS TRAINING RESOURCES SDN BHD (202301023943 (1517866-U))

Address: 8-1, Jalan Damai Utama 3, Taman Damai Utama, 47180 Puchong, Selangor General Line: 03-8082 5340 / 017-368 0890 Support Line: 012-359 1975 Email: general@formationshrd.com Website: www.formationshrd.com



Course Objective:

Promote teamwork, communication, and cultural appreciation among team members in a dynamic and immersive one-day experience.

Outcome:

The training aims to achieve the following outcomes:

1. Enhanced Collaboration

- Improved team dynamics and effective collaboration among team members.
- Increased understanding of diverse communication styles, leading to more cohesive teamwork.

2. Improved Problem-Solving Skills:

- Strengthened problem-solving and decision-making capabilities within the team
- Application of proven strategies to address challenges and find innovative solutions collectively.

3. Positive Workplace Culture:

- Cultivation of a positive and inclusive workplace culture.
- Nurtured trust, camaraderie, and a team-oriented mindset among team members.

Program Content & Highlight:

Session 1: Welcome and Introduction

- ♣ Icebreaker Activities: Fun and engaging activities to get to know each other.
- Course Overview: Objectives and agenda for the day





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Session 2: Importance of Teamwork

- ♣ Teamwork Fundamentals: Discussion on the benefits of effective teamwork.
- ♣ Team Dynamics: Understanding different team roles and how to leverage them.

Session 3: Communication Skills

- ♣ Verbal Communication: Techniques for clear and effective verbal interactions.
- ♣ Non-Verbal Communication: Understanding and using body language.
- ♣ Active Listening: Exercises to enhance listening skills.
- ♣ Communication Barriers: Identifying and overcoming common obstacles to communication.

Session 4: Trust Building

- ♣ Trust Exercises: Activities to build trust among team members.
- ♣ Building Psychological Safety: Creating an environment where team members feel safe to share ideas and take risks.
- ♣ Feedback and Reflection: Discussing trust-building activities and their impact.

Session 5: Problem-Solving and Decision-Making

- ♣ Problem-Solving Techniques: Strategies for effective problem-solving within teams.
- ♣ Decision-Making Models: Understanding different approaches to decision-making.
- ♣ Group Challenges: Hands-on activities that require collaborative problem-solving.
- Debriefing: Reflecting on problem-solving activities and key takeaways.

Session 6: Team Challenges and Activities

- ♣ Team-Building Games: Fun and interactive games designed to strengthen team cohesion.
- ♣ Scenario-Based Exercises: Real-world scenarios that require teamwork to navigate.
- ♣ Creative Projects: Collaborative tasks that encourage creativity and innovation.
- ♣ Feedback and Reflection: Discussing the effectiveness of different activities and learning points.





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Session 7: Wrap-up and Reflection

- ♣ Recap of Key Learnings
- **↓** Individual and Team Reflection
- Distribution of Training Resources and Materials

Session 8: Q&A, Networking, and Closing Remarks

- ♣ Open Floor for Questions and Answers
- **♣** Networking Session
- Closing Remarks and Certificates

Additional Considerations:

Facilitator and Experts: Include experienced facilitators and subject matter experts in team building, communication, and problem-solving.

Interactive Technology: Integrate interactive technology tools for real-time engagement, feedback, and collaborative activities.

Photography Challenge: Include a photography challenge where teams capture memorable moments during the race.

Customized Materials: Provide participants with training materials, worksheets, and a resource kit for ongoing team development.



