

Post-Class Reinforcement Materials

Each of the Leadership and Professional Development courses include a suite of post-class reinforcement materials that are unique to each title. Content such as e-books, quick videos, personal and team assessments, tools and templates, and other materials, have been selected to ensure that you continue your journey to ongoing success beyond the classroom. All e-assets, such as books and videos, come with 1-year access.

Building Successful Work Relationships | 3 Days

Reinforcement Videos

- The Importance of Trust and Teamwork featuring Tom Geisel
- Facilitating Chaos In Teams featuring Myles Downey
- Creativity is a Collaborative Activity featuring Sir Ken Robinson
- Commitment to the Team is Critical to Success featuring Rob Waldman
- Characteristics of Effective Teams featuring Jan Rutherford
- Characteristics of Successful Teams featuring Mark Thompson
- Team Players, Vacationers, and Prisoners featuring Howard M. Guttman
- How To Build Teams featuring Shari Harley
- How to Build Trust In a Team featuring Charles Green
- When a Team Member Isn't Contributing featuring Sue Powell
- Play your Role at the Right Altitude featuring Erica Peitler
- Managing Conflict in High Performance Teams featuring Howard M. Guttman
- Applying Essentialism to a Team featuring Greg McKeown
- Leadership Is in the Trenches featuring Betsy Myers
- Innovative Teams Do Have An 'I' featuring Steve Lundin

Book Summaries

- *A Team of Leaders: Empowering Every Member to Take Ownership, Demonstrate Initiative and Deliver Results* by Paul Gustavson and Stewart Liff
- *The Five Dysfunctions of a Team - A Leadership Fable* by Patrick Lencioni

Blueprints

- Team-Building Blueprints: How to Make Any Team a High-Performance Team by Nancy L. Hanna, Michael D. Molina and David R. DeBell

Leader-Led Activities

- Successful Teams Discussion Guide
- Team Purpose Discussion Guide
- Stages of Team Development Facilitation Guide
- Team Communication and Conflict Facilitation Guide
- Team Guidelines Application Guide

Self-Assessment

- Team Characteristics
- Team Formation
- Team Trust

Business Impact

- Business Impact: Building Trust Incrementally Challenge
- Challenge: Building and Leading Teams

Tools

- Team Vision and Purpose
- Team Guidelines
- Team Participation
- Communication Methods
- Team Meetings

Test

- Leadership Advantage Test Yourself: Building and Leading Teams

Core Message

- Leadership Advantage: Building and Leading Teams 3.0

Case Study

- Team Types and Stages
- Leadership Responses to Team Dysfunctions
- Team Guidelines
- Building Trust as a Leader
- Leading Teams through Difficulties

Key Concept

- Key Concept: Understanding Teams and Teamwork
- Key Concept: The Characteristic Qualities of a Successful Team
- Key Concept: Creating Shared Vision and Objectives
- Key Concept: Trust is a Critical Success Factor
- Key Concept: Fostering High Performance

e-Books

- Boundaries for Leaders: Results, Relationships, and Being Ridiculously in Charge
- Engagement: Transforming Difficult Relationships at Work
- You Can't Lead With Your Feet On the Desk: Building Relationships, Breaking Down Barriers, and Delivering Profits

Videos/Courses

- Gaining Power Through Relationships
- Earning Relationships
- Building Rapport and Trusted Relationships
- Three Relationship Building Blocks Expanding Your