



## Effective Teamwork: Practical Lessons from Organizational Research (Psychology of Work and Organizations)

By West, Michael A.

Wiley-Blackwell, 2004. Book Condition: New. Brand New, Unread Copy in Perfect Condition. A+ Customer Service! Summary: Introduction.Task And Social Elements Of Team Functioning.Exercise 1: The Team Reflexivity Questionnaire.1. Do Teams Work'.Key Learning Points.Why Work In Teams'.The Paradox Of Teamwork.What Is A Team'.What Do Teams Do'.How Can We Build Effective Teams'.Exercise 2: Measuring The Effectiveness Of Your Team's Performance.Conclusions.Key Revision Points.Further Reading.2. Creating Teams:.Key Learning Points.The Stages Of Team Development.Personality And Ability.Teamwork Skills.Exercise 3: Knowledge, Skills And Attitudes For Teamwork.Diversity Of Team Members.Implications Of Diversity.Key Revision Points.Further Reading.3. Leading Teams:.Key Learning Points.The Three Team Leadership Tasks.The Three Elements Of Leading Teams.Leadng A Team.Managing A Team.Coaching A Team.Trip Wires For Team Leaders.Developing Team Leadership Skills.Self-Managing Or Self-Leading Work Teams.Key Revision Points.Further Reading.4. Team Building:.Key Learning Points.Types Of Team Building Interventions.Team Start-Up.Regular Formal Reviews.Addressing Known Task Related Problems.Identifying What The Problems Are.Social Process Intervention.Exercise 3: Satisfaction With Team Social Processes.Role Clarification And Negotiation.Exercise 4: Role Negotiation Exercise.Conclusions.Key Revision Points.Further Reading.5. Team Vision:.Key Learning Points.Defining Team Vision.The Dimensions Of Team Vision.The Elements Of Team Vision.Strategy For Teams.Key Revision Points.Further Reading.6. Participating In Teams:.Key Learning Points.The Elements Of Team Participation.Exercise 5: Information Sharing In The Team.Group Decision-Making.The Step-Ladder Technique For Decision-Making.Exercise 6: A Short Form...



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