



BHARATHIDASAN UNIVERSITY

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Unit-V

Organizational Dynamics

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Organisational Dynamics: Team Foundations

Welcome to this presentation on understanding and optimizing organizational dynamics, focusing on the vital role of teams. We'll explore key aspects of team formation, development, and management.



Types of Teams: Characteristics and Designs

Project Teams

Assembled for specific tasks, often temporary, members come from various departments.

Functional Teams

Members share the same skills and expertise within a single department.

Cross-Functional Teams

Members from different departments with diverse skills work together on projects.

Virtual Teams

Members work remotely, connected via technology, requires strong communication tools.

Team Development: Stages and Challenges



TEAM-BUILDING ACTIVITIES

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Building Team Cohesiveness: Techniques and Strategies

Shared Goals

Clearly defined objectives that unite team members and provide direction.

Effective Communication

Open dialogue, active listening, and clear communication channels for feedback.

Team-Building Activities

Collaborative tasks, exercises, and social events to foster bonds and trust.

Positive Environment

Supportive culture, recognition of contributions, appreciation, and encouragement.

Team Resource Management: Roles and Responsibilities

Leader

Provides direction, motivates members, guides the team towards objectives.

Facilitator

Manages communication, fosters collaboration, ensures productive meetings.

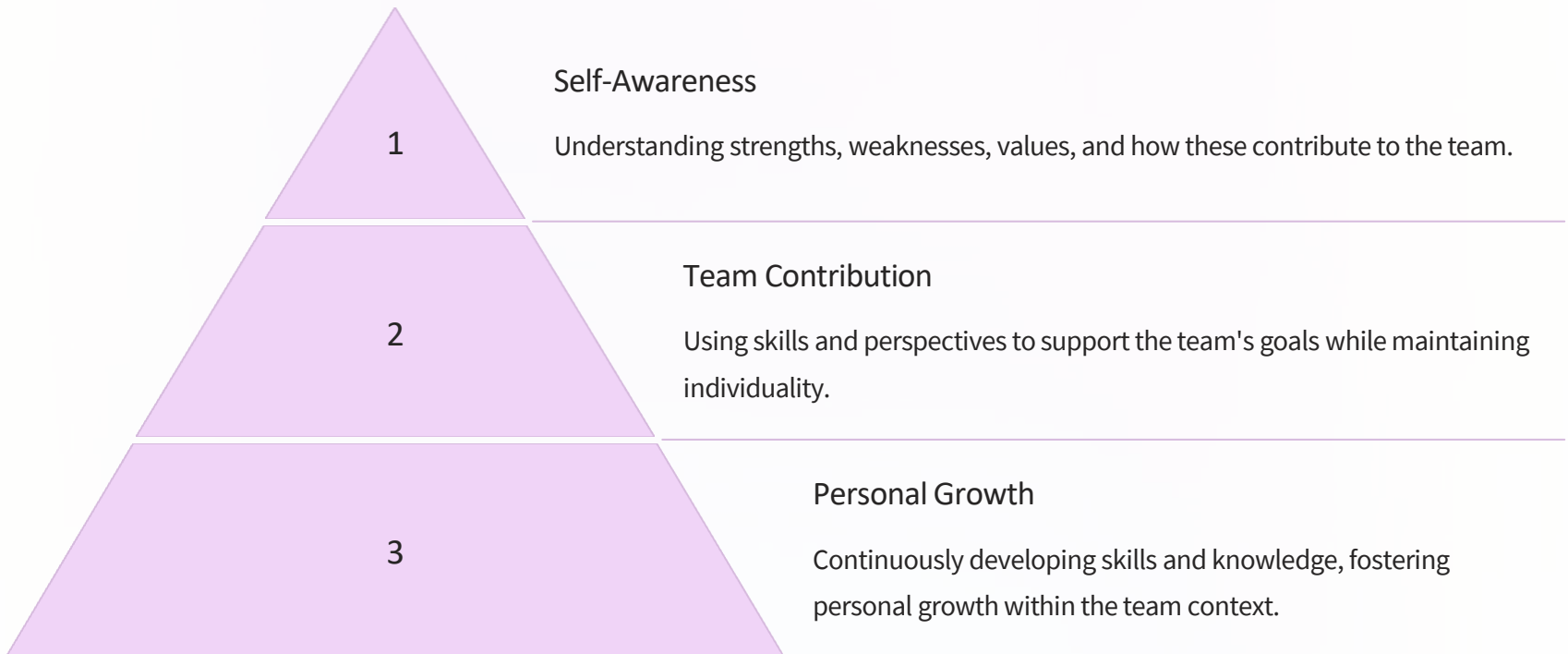
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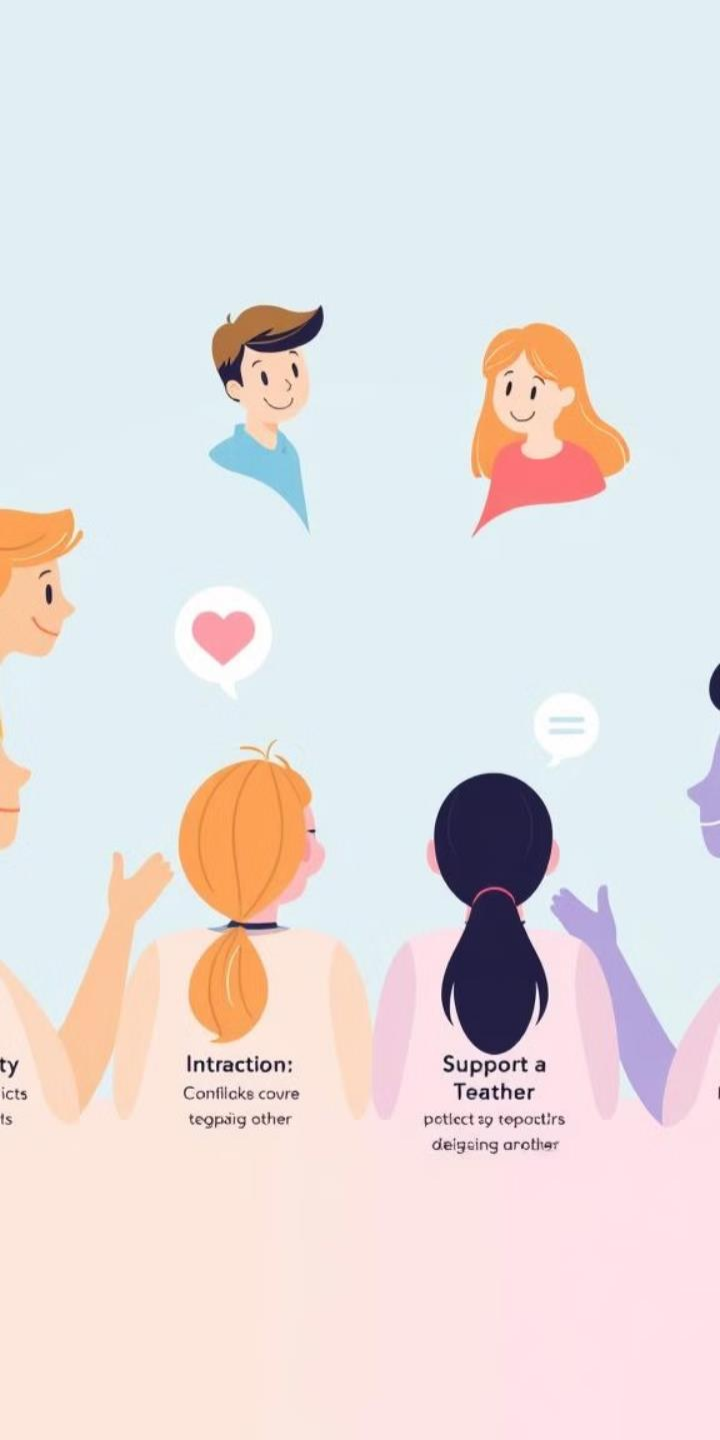
Ensures clear and effective information sharing within the team and externally.

Problem Solver

Identifies and addresses challenges, develops creative solutions, seeks consensus.

Individual Identity within a Team: Importance and Impact





Interpersonal Dynamics in Group Work



Collaboration

Working together towards shared goals, sharing ideas and responsibilities.



Communication

Effective exchange of information, active listening, clear expression of thoughts.



Conflict Resolution

Addressing disagreements respectfully, finding solutions that benefit everyone.



Support

Providing encouragement, assistance, and understanding to team members.

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Effective Communication: Key to Team Success

1

Active Listening

Paying attention, understanding perspectives, and responding thoughtfully.

2

Clear and Concise

Delivering messages directly and effectively, avoiding ambiguity.

3

Feedback and Open Dialogue

Sharing constructive feedback, engaging in open discussions to improve communication.

4

Respectful and Inclusive

Valuing diverse viewpoints, creating a safe space for everyone to contribute.



Handling Team Conflicts: Approaches and Resolution

1

Understand the Conflict

Identify the root cause, understand perspectives, gather information.

2

Communicate Effectively

Active listening, open dialogue, respectful expression of needs and concerns.

3

Find Common Ground

Identify shared goals, focus on finding solutions that address everyone's needs.

4

Agree on a Solution

Collaboratively develop a resolution, document the agreement, monitor progress.

Conclusion: Optimising Organisational Dynamics

By understanding and managing team dynamics, organizations can create a foundation for success. This presentation provided insights into team types, development stages, and effective strategies for communication, collaboration, and conflict resolution. Remember, a cohesive and empowered team is a valuable asset to any organization.



Team Types

Teams can vary in structure and function depending on the organization's needs. Some common types of teams are:

- **Functional Teams:** Comprised of members from the same department or function, working on routine tasks.
- **Cross-Functional Teams:** Made up of individuals from different departments working together to solve a problem or complete a project.
- **Self-Managed Teams:** Teams that are responsible for their own tasks, schedules, and decision-making.
- **Virtual Teams:** Teams that collaborate remotely, often across different time zones, using digital communication tools.
- **Project Teams:** Formed to focus on a specific project, often temporary, with members from different disciplines.

Team Designs

The design of a team determines how its members interact and work together. Key designs include:

- **Hierarchical Structure:** Teams with a clear leader who delegates tasks and makes decisions.
- **Flat Structure:** A more egalitarian team design with few layers of management and shared decision-making.
- **Matrix Design:** Teams that include members from multiple departments and have dual reporting relationships (e.g., to both functional and project managers).

Team Development

Teams typically evolve through stages as they begin to work together. The most widely recognized model is Bruce Tuckman's **Stages of Team Development**:

- Forming:** Team members get acquainted and learn about the team's goals and structure.
- Storming:** Conflicts arise as individuals express their opinions and work styles.
- Norming:** The team starts to develop cohesion, and roles and expectations are clarified.
- Performing:** The team works efficiently and collaboratively towards common goals.
- Adjourning:** The team disbands after achieving its goals or when the project is completed.

Team Building Process

Team building refers to activities or strategies designed to improve team dynamics and performance. The process typically includes:

- **Understanding Roles:** Clarifying individual responsibilities and roles within the team.
- **Trust Building:** Encouraging open communication and fostering a culture of trust.
- **Communication Skills:** Promoting effective communication through active listening and feedback.
- **Goal Setting:** Defining clear, achievable objectives to guide team efforts.
- **Conflict Resolution:** Establishing mechanisms to address and resolve conflicts constructively.

Types of Team Building Activities

Some common team-building activities include:

Icebreakers: Help team members get to know each other.

Problem-solving Tasks: Activities that encourage collaboration and creative thinking, such as puzzles or case studies.

Outdoor Team-building Exercises: Trust falls, obstacle courses, or challenges that promote physical and mental teamwork.

Workshops: Focus on developing specific skills, like communication or leadership.

Team Outings or Social Events: Casual events to strengthen interpersonal relationships outside the work environment.

Team Resources

Effective teams require proper resources to succeed. These include:

Time Management: Allocating sufficient time to complete tasks and avoiding overloading the team.

Information and Tools: Providing access to the tools, data, and technologies needed for the team to perform.

Financial Resources: Ensuring the team has the necessary budget or funding to achieve its objectives.

Team Roles and Responsibilities

Each team member should have a clearly defined role that matches their strengths and expertise. Common roles include:

Leader: Guides and supports the team, ensures goals are met.

Coordinator: Organizes meetings, manages logistics, and ensures communication flows smoothly.

- Recorder:** Takes notes, tracks progress, and keeps records.
- Specialists/Experts:** Contribute specific knowledge or technical expertise.
- Supporters:** Team members who contribute by offering feedback, encouragement, and ideas.

Team Skills

Effective teams require a range of skills from their members, including:

Communication Skills: The ability to express ideas clearly and listen actively.

Problem-Solving Skills: Creative thinking and collaborative approaches to solving challenges.

Conflict Management Skills: The ability to address disagreements constructively.

Decision-Making Skills: Making informed and balanced decisions as a group.

Leadership Skills: Motivating, guiding, and supporting the team.

Group Working

Effective group work hinges on collaboration and collective effort. It involves:

- Collaboration:** Sharing knowledge, resources, and ideas to achieve team goals.
 - Commitment:** Each member's dedication to the group's success.
 - Accountability:** Holding each other responsible for contributing to the team's success.
- Successful group working requires clear expectations, shared goals, and open communication.

Interpersonal Relationships

Strong interpersonal relationships are essential for high-performing teams. They are built through:

Trust: Team members must trust each other to share information and take risks.

Respect: Acknowledging and valuing each member's contributions.

Empathy: Understanding and sharing the feelings of others within the team.