

EFFECTIVE TEAM BUILDING PROGRAM

1.0 Introduction

A team is a special kind of group. A team is defined as a group whose membership has a mutual dependence and commitment to common goals or goals of work that they are willing to take responsibility jointly. An organization typically has members who can be said to be a team. Teams play an important role in an organization. This is because the team has many advantages working together compared to individuals who work in silo. The advantages are significant in terms of experience, skills, information acquisition, job division and job elimination.

As such, teamwork is especially important in implementing a program or activity. This Team Building program is able to help the members of the organization to achieve personal and career success. Studies have shown that participative management and collective management are more productive and successful. In the new millennium, workers demand their right to jointly decide and participate in determining the future of their organization.

Through the application of teamwork, the interacting team will be able to share information and decisions to help team members carry out tasks within defined boundaries of responsibilities. The working team is a combination of effort, knowledge, skills and capabilities that are synergized to produce performance beyond the inputs alone. The work team will enable organizations to increase their resources or skills.

Therefore, the Team Building program needs to be done to ensure teamwork can improve the quality of an organization. The program will take two days to fulfill the main objectives. Various activities will be provided to foster team spirit and collaboration among its members.

2.0 Program Objectives

In order to achieve the aim of this program, it requires strong and clear objectives. Hence, several key objectives have been identified:

1. Develop individuals towards the excellence of self, career and organization, balancing identity, mentality, spirituality and physical fitness, and harmonizing ourselves with the universe.
2. Concentration on activities that can achieve the goal of creating a community within the organization.
3. Group interactions and discussions with activities and devotion to achieving the ultimate goal of forming excellent individuals and organizations.
4. Understand how personality, gender, and culture influence thinking, emotion and learning styles in nurturing the properties of an individual and helping them to inspire self-confidence and excitement among them.

3.0 Program Benefits

- To foster a strong and lasting spirit of cooperation among members in an organization.
- Provide opportunities for members in the organization to freely give their views and express their views in an activity.
- Strengthen relationships among members in an organization, especially in getting willing cooperation.
- Create a competitive society and contribute to the formation of a developed nation.
- Produce a community of skilled leaders.
- Empowering team members in the organization.
- Forming individuals and groups with physical and mental strength.
- Build a fort in the individuals and groups to face of world-class challenges.
- Produce a strong and a versatile individuals and groups.

4.0 Program Content

We will approach the program through three (3) aspects:

1. Excellent team
 - Build brilliant team
 - Excellent team features
 - Excellent team features based on a successful team study
2. Identify Individual In-Team Roles
 - Bringing character in the team
 - Recognize yourself
 - Identify teams that will succeed
3. Enhance excellent and brilliant team of the organization
 - Individual involvement in optimizing the group to be an excellent team
 - Form a competitive society and contribute to the formation of a developed nation
 - Producing a community of leaders and skilled

5.0 Target Group & Methodology

- Open to the company's management and clerical staff
- Usage of dual-language (Bahasa Malaysia & English)
- Activity based learning
- Debriefing of activities
- Small group discussion and presentation

6.0 Related activities

No	Activities	Description
1	Ice breaker	This activity is to eliminate frostbite between participants of the training, so they know each other, understand and can interact well with each other.
2	Blind Mice	Forming a strong identity and being able to control emotions in various situations. This activity is done in groups to identify problems and obstacles in achieving success. This game is an exercise in a group that aims to assess the extent of the courage and emotion of a person or group of emotions to overcome it.
3	Tower Power	Games in the group. Thinking tests and forming a strong group in achieving the mission or goals of the group even in disadvantages. Ideal thinking techniques and using mind and team strength to solve problems creatively.
4	Desert Storm	Test of Understanding. Understand the case or article provided. Detects the current situation. Problem solving rationally.
5	Amazing Race	Participants will be placed in teams to complete a series of challenges. After each successful challenge, teams will be given the next challenge. Each challenge involves mental, emotional, physical & spiritual exercises.
6	Jet Fighter	Games in batches using tools such as paper, color, ruler, glue, pen, pencil and so on. See the efficiency of the group to complete the responsibilities. Test the accuracy of the work in the group. Improve competitiveness and expertise in any field.
7	Making it Across	Group games for creative thinking and consensus. Solve the challenges given within a certain time.
8	Who is My Hero	Activities to stimulate thanksgiving and gratitude

7.0 Program Agenda

Date and Time	Agenda	Venue
<u>Day One</u>		
8:00 am	Registration of participants	
8:30 am	Introduction Activity 1: Formation of teams and icebreaker	Indoor
10:30 am	Tea break	
11:00 am	Activity 2: Blind Mice Debriefing	Indoor
12:30 pm	Lunch/prayer	
2:00 pm	Activity 3: Tower Power Debriefing	Indoor
4:00 pm	Tea break	
4:15 pm	Activity 4: Desert Storm Debriefing	Indoor
5:30 pm	End of day one	
<u>Day two</u>		
8:00 am	Registration of participants	
8:30 am	Energiser	Outdoor
10:30 am	Activity 5: Amazing race 'Debriefing' Tea Break	
11:00 am	Activity 6: Jet Fighter 'Debriefing'	Indoor
12:30 pm	Lunch	
1:30 pm	Activity 7: Making it Across 'Debriefing'	Indoor
4:00 pm	Tea Break	
4:15 pm	Activity 8: Who is My Hero	Indoor
5:30 pm	Conclusions/feedback/photos session End of program	