

## Developing cooperation and team work

Hands-on course of 2 days - 14h

Ref.: FZY - Price 2025: CHF1 570 (excl. taxes)

Working effectively as a team also depends on the respect you have for yourself and all those you work with (managers, employees, colleagues, customers and suppliers).

### EDUCATIONAL OBJECTIVES

At the end of the training, the trainee will be able to:

Assume your place and recognise the place of others

Understand what drives teamwork

Know how to lead

Prevent conflicts

Learn how to define – and achieve – common objectives

### TEACHING METHODS

This highly interactive course is based on multiple exercises and filmed role-playing scenarios with individualised feedback.

### HANDS-ON WORK

This highly interactive course is based on multiple exercises and filmed role-playing scenarios with individualised feedback.

## THE PROGRAMME

last updated: 08/2024

### 1) Understanding your own way of functioning to better understand that of others

- Identify the characteristics of the six personality types.
- Identify your dominant energies and how they manifest themselves.
- Recognise the preferred communication channels.

*Exercise : Exercise*

### 2) Use the five verbal and non-verbal communication indicators.

- Identify the energies of your contacts during interviews and meetings.
- Understand the communication needs and expectations of colleagues, managers and employees.

*Exercise : Simulations based on authentic professional contexts with individualised analysis.*

### 3) Knowing how to lead a group and set common goals

- Assess the motivation drivers of your contacts.
- Anticipate, lead and refocus your communication.
- Master the types of team leadership to be implemented according to the profiles.
- Draw on the different perceptions to coordinate the group's objectives.

*Exercise : Video training based on ways to open and conduct professional meetings.*

### PARTICIPANTS

Anyone seeking to develop cooperative spirit within their professional environment.

### PREREQUISITES

No specific knowledge.

### TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

### ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

### TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

### TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

### ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at [psh-accueil@ORSYS.fr](mailto:psh-accueil@ORSYS.fr) to review your request and its feasibility.

## DATES

Contact us