

<b>Course Title:</b>		<b>Team Building</b>					
<b>Course Code:</b>		S4206BGR	<b>Centre:</b> Sutton		<b>Tutor:</b> Anne Doerr		
<b>Day:</b>	Thu	<b>Start Date:</b>	19/05/11	<b>Length:</b>	1 wks	<b>Time:</b>	18:30-21:30

### Course Content/Syllabus

This course will include the following topics:

- What is leadership – task, team, individual
- Management styles
- Group versus team- the difference
- Planning
- Motivation
- Building blocks of an effective team

#### After completing the course, students should be able to:

- State the importance of effective leadership
- Develop the skills gained during the course in a work environment
- Plan and organise the work for their team.
- The course is suitable for practising and potential first line managers or those wish to refresh their knowledge

### Assessment Methods

Continuous informal assessment.

### Home Study

### Attendance

### Entry Requirements

N/a – all welcome

### English, Maths & IT Entry Requirements

Basic English

### Exam Fees

N/a

### Additional Costs (eg course materials & textbooks)

- Lined paper, pen, folder

You are advised not to purchase text-books or equipment until the course is confirmed.

### For your first session, please bring:

- Paper and pen

### Extra Help With Your Learning

For details of additional support, please request the learning support leaflet and indicate your needs on the enrolment form.

### Progression/Further Opportunities:

Attend other management modules or Introduction to Management Skills