COMMON COURSE OUTLINE: Course discipline/number/title: SMGT 1220: Building Teamwork and Internal Partnerships

A. CATALOG DESCRIPTION

1. Credits: 1
2. Hours/Week: 1
3. Prerequisites (Course discipline/number): None
4. Co-requisites (Course discipline/number): None
5. MnTC Goals (if any): NA

This course is designed to teach students about work teams. Students will learn strategies for team leadership and development. Principles of what it takes to build a successful team, along with the stages of team building, will be covered. Focus will be placed on participative leadership that draws on the knowledge and expertise of individuals and teams within an organization, which yields higher participation, productivity and satisfaction. This course may include workplace learning. Recommended entry skills/knowledge: Reading and writing at the college level is encouraged.

B. DATE LAST REVISED (Month, year): November, 2001

C. OUTLINE OF MAJOR CONTENT AREAS:

This course is concerned primarily with how to build and maintain synergism in the relationships among teams and/or internal partnerships. A secondary emphasis is on the emerging importance and use of self-managing work teams in organizations.

1. The Importance of Teamwork in Organizations
   a) What is the function of a team
   b) Groups versus teams: the difference
   c) Types of teams
   d) The importance of teamwork
   e) Risk taking
2. Team Formation
   a) Membership size and mix
   b) Identify Internal Partnerships
   c) Stages of development
   d) Dynamics
3. Team Building
   a) Partnering
4. Self-managed Teams
   a) The nature of self-managed teams
   b) Decision-making latitude
   c) Effectiveness of self-managed teams
   d) Potential benefits of using
5. Human Relationship Barriers
6. Facilitating Team Learning
7. Encouraging Team Creativity
8. Decision Making In Teams

D. LEARNING OUTCOMES (GENERAL): The student will be able to:
1. Describe different types of teams, team functions and team member characteristics.
2. Discuss team building stages/progress, team dynamics and risk taking.
3. Analyze personal team participation, supervisor's participation and work group's participation.
4. Explain self directed work team, including leadership roles, benefits and problems.
5. Explain problem solving techniques and tools.
6. Differentiate between teams and groups.

E. LEARNING OUTCOMES (MNTC): NA
F. METHODS FOR EVALUATION OF STUDENT LEARNING:
   1. Oral Presentations
   2. Group Activities
   3. Individual Projects
   4. Worksheets

G. SPECIAL INFORMATION (if any): None