



THE TIMES 100

BUSINESS CASE STUDIES

Teacher guide

Working in teams - CMI

Where does the lesson fit?

This session could be used in any module which explores the use of team working e.g. as a follow on to motivation and team working.



Suggested resources & activities related to working in teams and CMI

- Full CMI case study
- Working in Teams PowerPoint
- Roles of Managers lesson resources
- CMI crossword
- CMI word search

Suggested timings for the session

10 mins	Starter e.g. CMI word search
5 mins	Use the Working in Teams PowerPoint to discuss the topic
5 mins	Read the case study
10 mins	Questions
25 mins	Task . research into Belbin's team roles
5 mins	What have you learned?

Answers to questions

1. What is a formal team?
A formal team is a structured team with a leader where everyone has a distinct role. The team will have a specific purpose.
2. Describe what is meant by complementary skills. Give an example.
Complementary skills are a range of different skills which, when used together, can achieve greater things than the different skills individually. In a team, the team members may have a range of skills which complement each other.



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3. Analyse the factors that influence the effectiveness of teams in the workplace.
The factors influencing effectiveness of teams include:
- The skills and abilities of the team members
 - The size of the group
 - The task to be undertaken

What have you learned?

Expected learning would include:

- Definition of a team
- Formal and informal teams
- Characteristics of teams
- Team roles
- Individual impacts on teams
- Factors affecting effectiveness of teams