

Online team skills

Dear students,

In the document below, please find instructions that will guide you to successful completion of the subject Team Skills. Deadlines and a grading scale were specified in my email.

Please, distribute your works according to your other study requirements, responsibilities and time availability and try to find proper time and space for your studies. May the following task be not only “homeworks”, but also an opportunity to learn something new.

I wish you pleasant online studies and good luck in other subjects too ;)

Be well!

Jana Stará

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## Contents

|                                                          |          |
|----------------------------------------------------------|----------|
| <b>1) ACTIVITY - Record a video</b>                      | <b>1</b> |
| <b>2) FEEDBACK - Ask for feedback</b>                    | <b>2</b> |
| <b>3) Review - Learn something new about team skills</b> | <b>3</b> |

# 1) ACTIVITY - Record a video

Record a 3-5 minute video featuring an activity or game developing a selected team skill. Like we did in our seminars.

(Note: If you have led an activity in class, be sure to upload the filled Activity sheet in Odevzdávárna. It will be counted as completing this task for the announced amount of points.)

## Recommended video structure

1. Introduce the selected team skill and why it is important in the team (2-3 sentences)
2. Introduce the activity and explain instructions  
(Remember to mention how long the activity is and if any special material or space is needed)
3. Share recommendations (in which group you would use such an activity, what to watch out for, or if you have previous game experience, you can share what worked for you)

(Note: You don't have to include other people in the video. If you want to illustrate for example a specific division of groups, you can use items, stuffed animals... there are no limits in creativity.)

## Inspiration: Databases of games and activities

- <https://www.google.com/search?q=datab%C3%A1ze+her&oq=datab%C3%A1ze+her&gs=chrome..69i57j0l7.4106j0j7&sourceid=chrome&ie=UTF-8>
- <https://www.sessionlab.com/library/team>
- <https://barbaraherucova.weebly.com/mezilidskyacute-kontakt.html>
- And many others...

## Upload the video to Youtube and add it to our Team Skill Playlist:

[https://www.youtube.com/playlist?list=PL4e2fHpoJeir9voJaLFHFxw8iDw4Z6rzz&jct=FvGs4hw6kh7Kvht\\_L\\_MDK8TxpwDT5g](https://www.youtube.com/playlist?list=PL4e2fHpoJeir9voJaLFHFxw8iDw4Z6rzz&jct=FvGs4hw6kh7Kvht_L_MDK8TxpwDT5g)

(This playlist is private, available only for full-time and distance students of subject Team skills. It creates a database of games and activities that you can use in the future.)

## 2) FEEDBACK - Ask for feedback

**Ask 3 colleagues / bosses / close people for feedback on your team skills.**

Instructions: First, write down your 3 team skills that you would like to learn about or develop (1 positive, 1 negative, 1 neutral). Then get in touch with selected people and ask them for feedback on selected specific topics without telling them that you perceive them positively or negatively. You can do this in writing, by phone or otherwise, depending on what works and is feasible for you.

**For inspiration, read the following article:** <http://www.feedback.tips/the-right-feedback-mindset-of-employees>

Second, write down the collected information in a “self-assessment essay” stating 1) your initial expectations for each skill, 2) the feedback you received, and 3) your final summary - what you learned from this task and what it was like.

The recommended range is 1-2 pages of text.

**Upload the final document in the respective Odevzdávárna.**

### 3) REVIEW - Learn something new about team skills

Instructions: 1) From materials uploaded in IS and other online resources which you can find below in this document, choose the topics that are the most interesting to you 2) read / listen / watch them and 3) write down the basic information you have learned (ie write a review) .

**Range:** 200-250 words per resource

**Content:** a link to the source you were processing + your text

**Submit the reviews to the respective Odevzdávárna, each review in separate document!**

(Please, no 5 reviews in 1 document. Thanks.)

Additional online resources: (you can find more, this is for inspiration)

#### **Active listening**

Lecture - see IS

Techniques - <http://www.sszdra-karvina.cz/komunikace/aktnas/an1.htm>

Video - <https://www.youtube.com/watch?v=saXfavo1OQo>

Book -

[https://books.google.com/books?id=d8tfX9\\_QBPQC&lpg=PA2&ots=TVMFx7w2kB&dq=active%20listening%20chapter%201&hl=en&pg=PA2#v=onepage&q=active%20listening%20chapter%201&f=false](https://books.google.com/books?id=d8tfX9_QBPQC&lpg=PA2&ots=TVMFx7w2kB&dq=active%20listening%20chapter%201&hl=en&pg=PA2#v=onepage&q=active%20listening%20chapter%201&f=false)

Science -

<http://ezproxy.muni.cz/login?url=https://search.ebscohost.com/login.aspx?direct=true&AuthType=ip,cookie,uid&db=eric&AN=EJ1076695&lang=en&site=eds-live&scope=site>

#### **(Nonviolent) Communication**

Lecture - see IS

Podcast - <https://www.nenasilnypodcast.cz/>

Book - <https://www.cnvc.org/training/resource/book-chapter-1>

Video - <https://www.youtube.com/watch?v=DgaeHelL39Y>

Science - <https://doaj.org/article/6f99f8fcb4de4cd0a48b96d3b68a0e1f>

## Cooperation

Lecture - see IS

Book - <https://www.kosmas.cz/knihy/270677/spoluprace-s-nepritelem/>

Video -

[https://www.ted.com/talks/wendy\\_woods\\_collective\\_cooperation\\_in\\_the\\_social\\_sector](https://www.ted.com/talks/wendy_woods_collective_cooperation_in_the_social_sector)

Activities - <https://blog.bit.ai/team-building-activities/>

Science -

[https://www.researchgate.net/publication/333559783\\_Meeting\\_the\\_challenge\\_of\\_workplace\\_change\\_Team\\_cooperation\\_outperforms\\_team\\_competition](https://www.researchgate.net/publication/333559783_Meeting_the_challenge_of_workplace_change_Team_cooperation_outperforms_team_competition)

Thesis / Dissertation -

[https://is.muni.cz/th/iyzie/BETTY\\_Bc\\_Prace\\_DEFINITIVNI\\_070424.pdf](https://is.muni.cz/th/iyzie/BETTY_Bc_Prace_DEFINITIVNI_070424.pdf)

Methodology for University Students <http://www.msmt.cz/file/25111/download/>

## Motivation

Lecture - see IS

Video - [https://www.ted.com/talks/dan\\_pink\\_the\\_puzzle\\_of\\_motivation](https://www.ted.com/talks/dan_pink_the_puzzle_of_motivation)

Science - <http://ijomeh.eu/Job-autonomy-in-relation-to-work-engagement-and-workaholism-Mediation-of-autonomous,77972,0,2.html>

## Decision making

Lecture - see IS

Video [https://www.ted.com/playlists/278/talks\\_to\\_watch\\_when\\_you\\_have\\_a](https://www.ted.com/playlists/278/talks_to_watch_when_you_have_a)

Methodical Systemic Decision Making <https://www.plays-in-business.com/systemic-consensuing-what-the-hell-is-this/>

## Social perception

Lecture - see IS

Video -

[https://www.ted.com/talks/tasha\\_eurich\\_increase\\_your\\_self\\_awareness\\_with\\_one\\_simple\\_fix](https://www.ted.com/talks/tasha_eurich_increase_your_self_awareness_with_one_simple_fix)

Podcast - <https://wheretwoorthree.podbean.com/e/episode-8-social-perception/>

Science - <https://www.sciencedirect.com/topics/social-sciences/social-perception>

## Teamwork

Lecture - see IS

Video - [https://www.ted.com/talks/tom\\_wujec\\_build\\_a\\_tower\\_build\\_a\\_team](https://www.ted.com/talks/tom_wujec_build_a_tower_build_a_team)

Podcast - <https://masteringbusinessanalysis.com/episode-015-promise-theory-for-team-cooperation-interview-with-mark-burgess/>

Science -

<http://ezproxy.muni.cz/login?url=https://search.ebscohost.com/login.aspx?direct=true&AuthType=ip,cookie,uid&db=sih&AN=137631635&lang=en&site=eds-live&scope=site>

## Leadership and team management

Lecture - see IS

Video - [https://www.ted.com/playlists/593/tips\\_for\\_inclusive\\_leadership](https://www.ted.com/playlists/593/tips_for_inclusive_leadership)

Podcast - <https://theleadershippodcast.com/>

Magazine - [http://gymnasion.org/wp-](http://gymnasion.org/wp-content/uploads/2017/05/20E_V%5C%AFdcovstv%C3%AD.pdf?fbclid=IwAR0HGLq6Qd)

[content/uploads/2017/05/20E\\_V%5C%AFdcovstv%C3%AD.pdf?fbclid=IwAR0HGLq6Qd](http://gymnasion.org/wp-content/uploads/2017/05/20E_V%5C%AFdcovstv%C3%AD.pdf?fbclid=IwAR0HGLq6Qd)  
[x8S7gXDOAKdUWKby6DtjLZvWW0guWLSWCUfrSyEhz](http://gymnasion.org/wp-content/uploads/2017/05/20E_V%5C%AFdcovstv%C3%AD.pdf?fbclid=IwAR0HGLq6Qd)

Activities <https://getsling.com/blog/leadership-activities/>

## **Team roles**

Lecture - see IS

Video - <https://www.youtube.com/watch?v=1rKZAd1s6wE>

Activity - <https://better-teams.com/2019/01/19/roles-responsibilities-2/>

Podcast -

<https://podcasts.google.com/?feed=aHR0cDovL3lvdXJ0ZWVtLmxpYnN5bi5jb20vcnNz&episode=N2U3Mjk5NDMtM2U4Yy00MGQ5LWExMWMtNzZkQQEhZT2kwWEvEjPvEpEIEvEIPvE>

Interview -

<https://podcasts.google.com/?feed=aHR0cHM6Ly90aGVnYW1lb2Z0ZWVtY5saWJzeW4uY29tL3Jzcw&episode=YjZIMTI4YTgtMDUwZS00NzkyLTkyYWVtYzllwTTA>

## **Feedback**

Lecture - see IS

Techniques - <https://www.youtube.com/watch?v=ff6HTj4FYQs>

Video -

[https://www.ted.com/talks/leeann\\_renninger\\_the\\_secret\\_to\\_giving\\_great\\_feedback](https://www.ted.com/talks/leeann_renninger_the_secret_to_giving_great_feedback)

Article - <http://www.feedback.tips/the-right-feedback-mindset-of-employees>

Science - <https://www.archivesofpathology.org/doi/full/10.5858/arpa.2018-0058-RA>

## If you've read this far, you're great! :)

Now, you can return to the previous pages and choose which of the tasks and resources you will use to successfully complete this course. Choose carefully!

Thank you for your cooperation and I look forward to your videos, essays, and reviews.

We will meet in IS.

JS



Source: <https://www.weareteachers.com/cheesy-teacher-jokes/>