



Building High Performance Teams Workshop

Registration Form

About the Workshop

Working, meeting, dealing, negotiating and corresponding with team members of different backgrounds can be challenging. This workshop helps participants go beyond tolerance, patronisation, generosity, good deeds and common decency to confronting differences and developing the flexibility that allows appreciation and respect for both similarities and differences among team members. Ultimately, participants will learn to manage different people effectively and understand them better to achieve productive outcomes.

Key Topics

- Understanding behaviours & thought processes & appreciating differences; turning them into positive outcomes
- Identifying working & communication styles
- Communicating to different groups of people and managing subordinates effectively
- Tuckman's model of team dynamics
- Identifying team members' developmental levels, their current level of competence & commitment & improving team work by adopting different leadership styles

The Speaker – Caroline Josephine Dawson

Caroline has more than 17 years of experience as an editor of lifestyle and technical publications and 15 years teaching business management, environmental and soft skills communication. Her pragmatic real-world approach ensures that she understands and responds to the real pressures and issues faced by adult learners. She has maintained that experiential, innovative teaching methods and highly interactive curriculum are key motivational factors that enhance one's communication and personal development skills.

Who Should Attend Anyone who is currently leading or going to lead teams and wants to deal effectively with workplace cultural and team dynamics challenges in order to transform teams into high performing ones that deliver value

Date: 17 July 2024, Wednesday	Course Fees: \$398 per participant (Includes Handouts, Lunch & Refreshments)
Time: 9.00am to 5.00pm (Registration starts at 8.45am)	To register: Email your registration forms to us or register online.
Workshop Venue: Carlton Hotel 76 Bras Basah Road Singapore 189558	960 Dunearn Road, #06-25, Singapore 589486 Tel: 6293 9068 Email: info@kcacademy.com.sg Website: www.kcacademy.com.sg Payment Details: Payment by bank transfer or PayNow Corporate (UEN no. 201100115H) before commencement of workshop

Participant 1:

Participant 2:

Contact Person: (If different from above)

Company Name:

Company Address:

UEN No: Tel: Fax:

Upon receipt of registration, any cancellation must be confirmed in writing, and will be subject to a 10% administrative charge. If notice of cancellation is received less than 5 working days before the course date, or if participant fails to show, participants will be invoiced for the full fee. However, substitutes will be allowed. KC Academy Pte Ltd reserves the right to cancel/postpone the event or change the venue/date/time of the workshop in view of unforeseen circumstances.