

## University of Arkansas – Fort Smith

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### General Syllabus

## WFL 2583 Advanced Team Building

**Credit Hours:** 3

**Lecture Hours:** 3

**Prerequisite:** WFL 1374 Human Relations and Interpersonal Development

**Effective Semester:** Fall 2004

### I. Course Information

#### A. Catalog Description

Designed to guide students through the steps necessary to build workplace teams. The successful student will be able to determine the most appropriate type of team for a given setting and to set up measurement and feedback systems to support that team. The student will also learn how to manage and guide workplace teams.

#### B. Additional Information – None

### II. Student Learning Outcomes

#### A. Subject Matter

Upon successful completion of the course, the learner will:

1. Recognize the strengths and weakness workplace team.
2. Recognize situations in which workplace teams will be most effective
3. Understand the structure and design of different types of teams
4. Understand the organization and leadership of dysfunctional teams, division of labor teams, and coalescent teams
5. Establish team measurement systems to evaluate the effectiveness of workplace teams
6. Understand the elements of building team enthusiasm and identity
7. Demonstrate the ability to plan and facilitate team meetings

#### B. General Education

This course enhances student abilities in the following general education areas:

#### **Communication Skills**

Level: Reinforcement

Class presentations will require students to exercise skills in small group and oral communication

### **Global and Cultural Perspectives**

Level: Reinforcement

Course exercises and assessments use true-to-life business scenarios which address issues of diversity and global business climate.

### **Analytical Skills**

Level: Reinforcement

Students will work with and use various complex analysis tools to solve real-world business problems.

### **Personal Responsibility**

Level: Reinforcement

Students will be required to exhibit personal responsibility and personal responsibility is a vital component of quality.

### **Computer Literacy**

Level: Reinforcement

Students will use computer applications to support their analysis of business problems.

### **Social Interaction**

*Level:* Reinforcement

Group assignments and group discussions encourage teamwork and group solutions to business problems.

### **Creativity**

*Level:* Reinforcement

Course exercises and assessments require students to discover creative solutions to realistic business problems.

### **Quantitative Reasoning**

Level: Initial Instruction

Course exercises and assessments require students to set up and solve complex mathematical functions using spreadsheet features. Discussion and explanation of certain business math formulas will be an integral part of the course.

## **III. Major Course Topics**

- A. Stages of Team Development
- B. Team Roles and Responsibilities
- C. Team Leadership
- D. Team Meetings
- E. Weighted Decision Model
- F. Exploring Conflict Management Styles
- G. Team Issues
- H. Exercise: Discussing Team Issues
- I. Generations and Teams
- J. Team Simulation