Teamwork: Management skill for a success

Dr. G. Sabitha,
Associate Professor & HoD, School of Business Management, Anurag Group of Institutions,
Venkatapur (V), Ghatkesar (M), R. R. Dist. 500088

Abstract:

Teamwork makes the dream work. "Teamwork is the ability to work together toward a common vision. The ability to direct individual accomplishments toward organizational objectives. It is the fuel that allows common people to attain uncommon results." -- Andrew Carnegie

There has been a sharp divergence in the literature about the benefits of the growth of teamwork, with some claiming that it is solely in the interests of management, others that it is beneficial for employees and yet others that it makes little difference to either productivity or well-being. This paper draws upon the benefits of teamwork throughout the life of a human being at home, at school, at an office and other places particularly with rich source of evidence.

Keywords: Teamwork, productivity, ability, organisational objectives.

Introduction:

It shows that, while teamwork did expand between the early 1990s and 2014, this was due primarily to the growth of the type of teamwork that allowed employees little in the way of decision-making power. Indeed there was a decrease in the prevalence of self-directive teamwork. At the same time our evidence shows that the benefits of teamwork, in terms of both productive potential and employee welfare, are confined to self-directive teams, while non-self directive teams suppress the use of personal initiative and discretion at work.

Teamwork Representation:

Source: seamstime.com
None of us is as smart as all of us." -- Ken Blanchard
Definition:
There are several ways to define teamwork. The French language has an excellent expression to describe it: Esprit de corps.

Esprit de Corps
Team members interact on a continuous basis for the duration of a task or project. In the process, employees develop friendships and a sense of unity. As an esprit de corps develops, team members build a sense of fellowship, common interests and commitment to the accomplishment of the team's objectives. Finally the process of working collaboratively with a group of people in order to achieve a goal. Teamwork creates outcomes that make better use of resources and produce richer ideas.

Few Quotes:
- "If everyone is moving forward together, then success takes care of itself." --Henry Ford
- "Unity is strength. . . when there is teamwork and collaboration, wonderful things can be achieved." --Mattie Stepanek
- "It takes two flints to make a fire." --Louisa May Alcott
- "Coming together is a beginning. Keeping together is progress. Working together is success." -- Henry Ford

Objectives:

The Primary Objective:
The major objective is to explore how the teamwork has become a management skill.

The secondary Objectives:
1. To know how a child can be trained in building up the teamwork at home and school.
2. To know the benefits of teamwork as an employer and an employee.

Scope of the study:
Managing a person himself in every stage of his life is a skill. Without this skill the person cannot perform well in his work to achieve pertained goal. The scope of this paper is to know how the teamwork helps a human being at home, at school, at office as an employee and employer and also at other places.

Need for the study:
All the persons may not be strong enough to complete a given task. The person can be strengthened only from his childhood. To succeed in this competitive world a person must be strengthened starting from home and also at school level. Family members and teachers need to train them by giving some group exercises by participating themselves in.

Teamwork at home:
Keeping the house clean, putting on a school play and planning a summer campout all take teamwork. Nothing in this world would get done without teamwork and it is an important skill for kids to learn. All of us have different strengths and skills, and allowing the children to practice teamwork gives them a chance to develop and appreciate their special talents. The child may not show strong leadership skills, but the fact that he/she listens well and interprets directions will make him/her a valuable member of the team. The following exercises help the kids working together as a team.
Success at any task doesn’t come when a strong leader tells everyone else what to do; it comes when the team works together to accomplish a goal. When they can work together effectively, a strong team can accomplish much more than all of those people working alone. Good team work utilizes everyone’s strengths, as the group is able to compensate for each other. Some of the skills required in a good team include; whether you are looking to show the importance of team work to your scout troop, your school group or just the members of your own family, make sure that you have these issues in order:
• **Listening skills:** Some of the most valuable members of the team are those who stop talking long enough to listen to directions.

• **Respect:** In order to work together, team members must respect what each person brings to the group.

• **Participation:** Members of the team must work together – if one member is not pulling his/her weight, it will be difficult to reach the goal.

• **Questioning:** A team member must be able to ask questions without offending other members of the team.

• **Communication:** For quality team work, communication must be quick and accurate.

• **Expectations:** Does each member of the team understand the goal? If not, they will be much slower to participate. Make sure children understand that working together will help them reach the goal much faster and more efficiently.

• **Control:** Does each person feel ownership over his or her part of the job? Make sure that boundaries are defined so that each team member feels in control of their part.

• **Commitment:** Are they motivated? If a team member feels like a valuable part of the team they will be more willing to participate. This is where the phrase “We can’t do it without you” comes in.

• **Responsibility:** Do members feel accountable if they do not reach the goal? This is why it is a good idea to have rewards for successfully achieving the goal.

• **Leadership:** Although every member of the team is valuable, it does need some leadership in order to stay on track. Does your team have a clear leader? This person will make everyone else feel valuable and motivated, and won’t belittle anyone on the team. Often, teamwork brings out leadership skills naturally in some members.

**Teamwork activities to make the child strong:**

There are many team work activities that are great to play with groups of children. We can easily modify them for the size of your group and even do many of them at home.

• **Untie the Knot:** Everyone stands in a circle. Each person leans into the circle to grab hands with someone else. The goal is to “untie” the knot they have made without dropping hands. This exercise teaches cooperation and that every member of the team is valuable.

• **Balloon Juggling:** Balloons can be used in many teamwork activities. One fun and easy one is to give each child three inflated balloons. Start with one balloon per person and ask them to juggle their balloons without letting them fall to the floor. Add in the other balloons slowly until each child is juggling three balloons. Change up the game by making a rule that they can’t use their hands, or have them switch colours in mid-air. This teaches cooperation and communication as the kids help each other with their balloons.

• **Blindfold Obstacle Course:** This is a great exercise for teaching kid’s communication and trust. Find a location with a lot of floor space, either indoors or outside. Scatter obstacles on the ground (these can be balls, ropes, cones or any large, stationary object). If you are doing it inside, you can incorporate the furniture as additional obstacles. Separate the kids into teams of two. One partner is blindfolded as the other partner guides him through the obstacles using only verbal cues – no one is allowed to touch the other player. Give each team a few minutes before the game starts to work on their cues and how the blindfolded person is to respond. When they have successfully negotiated the course, have them switch positions and do it again. This will help team members understand what the other partner was experiencing during the exercise and build empathy.

• **Egg Drop:** This is a classic teamwork exercise that is often used in schools. Separate the group into equal teams. Have a variety of materials available for them to work with – cardboard, tape, paper towels, and plastic containers. The assignment is for each team to build a container so that a raw egg placed inside can survive a drop of eight feet. If you have more than one day for this exercise, you can modify it by having each team build a container that will protect a small watermelon as it is dropped from the roof of a building. This increases the difficulty, but also adds
a fun splat factor on the day of the drop. These exercises help develop leadership skills and show the team how to work together as a group.

- **Four-Way Tug of War:** This is a fun outdoor activity for all ages. In traditional tug of war, strength is the deciding factor, but this version requires cooperation and tactics in order to win. Get two 60-foot ropes and tie them in a knot in the middle. Lay them on the ground so that the knot is in the middle and the ropes are spread in four directions. Mark four lines on the ground six feet away from the knot in all four directions. Each team takes an end of the rope and a traditional tug of war begins with each team trying to pull the knot over their line. The teams can swivel their ropes and work together in order to beat the other teams. After a team has won, it might be good to discuss the strategies that brought them success so that each team can see what was required to win.

Teamwork benefits include greater self-esteem and a sense of belonging by each member of the group. As your child’s skills are used in solving a problem or reaching a goal, he or she will see that they are a valuable part of the success. You can start building an environment of teamwork in the home by having your child work alongside you while you do laundry, dishes or clean the bathroom. Remember that it doesn’t matter if it is done perfectly; what matters is that your child feels like a valued member of the team.

**Teamwork at School:**
The ability to work together with others as part of a team is not simply a skill needed at school, it is a vital skill used in all areas of life. School is, however, an excellent time to cultivate the teamwork ethos your child will then draw from throughout their life.

**Teamwork requires people to work cooperatively with others towards a shared purpose.**
For a team to work together effectively, it takes all members of the team to respect each other’s abilities and opinions. Teamwork is a highly social activity and involves much interaction and exchanging of ideas and actions. Being part of a team enables the child to move from more intrapersonal (individual) ways of thinking to interpersonal (communicating with others). It will help a child in all areas of their learning, and help them to feel part of a community, too. Working as part of a team will strengthen the child’s social and emotional skills, help develop their communication skills, and can improve confidence.

In school children may be asked to work in pairs, small groups, or larger groups on a variety of different things. They may be asked to work in teams for physical activities such as ball games or running games or more formal activities such as projects. Children also often form their own team activities during their play time.

**Team-based activities at school:**
While the child will experience plenty of team-based activities at school, it is important to continue the ethos of good teamwork at home.

1. It can feel great to be part of a team, but if a child is excluded from a team it can be an upsetting experience. The child understands this and does not exclude others.
2. Teamwork can often inspire competitiveness with other teams – especially in physical activities. Encourage the child to be a good sportsman and a team-player.
3. Get children to work together on a project at home – it could be anything from a collective art project to performing a play. Encourage every child to decide on a role in the team.
4. Board games can inspire teamwork. Whether the child is teamed up with friends, siblings, parents, or grandparents, it can be a fun time for young and old to play together. Make sure no one gets too competitive though!

**Key points for teamwork:**
- Shared Vision
- Trust among members
- Established expectations and guidelines
• Communication skill and conflict resolution
• Personal leadership
• Appreciation of differences
• Accountability and consequences
• Mentoring others

Team work at Job (Employee Perspective):

Source: Niutody.info

Job Satisfaction: Working together, team members pool their complementary skills and experience, which may improve each employee's individual performance. In turn, improved performance may increase job satisfaction, enhancing an employee's self-esteem and the joy he finds in his work. As an individual enjoys his work more, he becomes more motivated to perform well and becomes more effective in his work.

Resource Utilization: When teams of people with complementary skills mutually cooperate to accomplish goals, the employee’s complete work faster than otherwise would be possible. Using teams, multiple people can work simultaneously to complete individual tasks which reduce the time required to complete specific activities and increases the speed with which primary objectives are accomplished.

Creative Environment: Establishing a team consisting of individuals with differing experiences and backgrounds increases the creativity of individual team members and the group as a whole. Brainstorming within the team may produce novel ideas and optimal solutions. In addition, the team environment may improve trust and communication between members; this contributes to a more open environment in which creativity is supported and encouraged.

Learning Environment: Individual team members serve as educational resources to other employees in a team environment; therefore, questions may be answered more quickly and concepts more rapidly understood. In addition, the group may avoid certain mistakes, which improves the efficiency and reputation of the team. As employees become more knowledgeable, their confidence and attitude improves, as does their job satisfaction. The employees also may come to focus less on the negatives of work and more on work outcomes.

Communication: Customers and business partners may find it easier to communicate with a team rather than a number of individuals working in isolation. In a team, all information regarding a work product can be gathered across disciplines and combined so the need for each individual to make multiple presentations to a number of different employees, customers or business partners is avoided. Synthesizing information also facilitates decision-making because redundant or fragmented information is reduced or eliminated.

This advantage arises from several factors, each of which accounts for a different aspect of the overall benefit of teams.
• **Higher efficiency:** Since teams combine the efforts of individuals, they can accomplish more than an individual working alone.

• **Faster speed:** Because teams draw on the efforts of many contributors, they can often complete tasks and activities in less time.

• **More thoughtful ideas:** Each person who works on a problem or set of tasks may bring different information and knowledge to bear, which can result in solutions and approaches an individual would not have identified.

• **Greater effectiveness:** When people coordinate their efforts, they can divide up roles and tasks to more thoroughly address an issue. For example, in hospital settings teamwork has been found to increase patient safety more than when only individual efforts are made to avoid mishaps.

**Why is Teamwork Important? 8 Good Reasons!**

1. Creates synergy – where the sum is greater than the parts.
2. Supports a more empowered way of working, removing constraints which may prevent someone doing their job properly.
3. Promotes flatter and leaner structures, with less hierarchy.
4. Encourages multi-disciplinary work where teams cut across organizational divides.
5. Fosters flexibility and responsiveness, especially the ability to respond to change.
6. Pleases customers who like working with good teams (sometimes the customer may be part of the team).
7. Promotes the sense of achievement, equity and camaraderie, essential for a motivated workplace.
8. When managed properly, teamwork is a better way to work!

**Teamwork Multiplies Success:** Teamwork has often been described as one plus one equals three. On teams, people can work together and accomplish much more than they could by themselves. This concept of synergy is how many sports teams achieve success. Often, the teams with the best players do not win championships. It is frequently the teams that work best together that accomplish great things. The companies can also accomplish great things when everyone is working together towards a common goal. Define that goal clearly and watch the people achieve it.

**Teamwork Makes the Job Easier:** The industrial revolution began the era of mass production and also the division of tasks in the workforce. Employees now specialize in areas and contribute to the team through the work they produce. By specializing in areas like merchandising or accounting, they become more expert at their tasks and make your team more effective as a result.

---

Source: Bruce Woodcock, bw@kent.ac.uk, University of Kent Careers Service
Working in teams also teaches your associates to work together more effectively and frequently new ways of doing things are discovered by team members working together to solve a problem.

- **Teamwork Maximizes Strengths and Reduces Weaknesses:** In team sports, team members work together in order to win. Individual weaknesses can be minimized through the efforts of the team. In football, for example, a weaker lineman receives help from a team mate to help block a competing player and the pass is completed successfully. In the companies we place the people where their strengths can be best used. People with the best human relations skills are placed in human resources and the best advertisers work in merchandising. Weaknesses can be reduced when the people concentrate on their areas of strength.

- **Teamwork Makes Work Fun:** Work is more fun when you are a part of a team. You can build on other people's ideas and share in completing the assignment together. You also have another pair of eyes to look at the work, which further reduces errors and mistakes. Studies have also shown that laughter and fun reduce stress, which can also increase effectiveness on the job. Teams that enjoy working together can accomplish great things for your company and great teams achieve their goals again and again.

**Teamwork at Corporates (Employer Perspective):**
Every employee is dependent on his fellow employees to work together and contribute efficiently to the organization. No employee can work alone; he has to take the help of his colleagues to accomplish the tasks efficiently. It has been observed that the outcome comes out to be far better when employees work in a team rather than individually as every individual can contribute in his best possible way. In organizations, individuals having a similar interest and specializations come together on a common platform and form a team. A sales team has employees inclined towards branding and marketing activities to promote their brand. An individual with a human resource specialization would be out of place in such a team. Research supports that organizations with clearly defined teams are more successful as compared to those with a one man show.

- **Team work is essential in corporates for better output and a better bonding among employees. No organization runs for charity:** Targets must be met and revenues have to be generated. Tasks must not be kept pending for a long time and ought to be completed within the desired timeframe. A single brain can’t always come with solutions or take decisions alone. He needs someone with whom he can discuss his ideas. In a team, every team member has an equal contribution and each team member comes out with a solution best suited to the problem. All the alternatives can be explored to come out with the best possible solution. Thoughts can be discussed among the team members and the pros and cons can be evaluated.

- **Tasks are accomplished at a faster pace when it is done by a team rather than an individual:** An individual will definitely take more time to perform if he is single headedly responsible for everything. When employees work together, they start helping each other and responsibilities are shared and thus it reduces the work load and work pressure. Every team member is assigned one or the other responsibility according to his specialization, level of interest and thus the output is much more efficient and faster.

- **Work never suffers or takes a backseat in a team:** As an example, Mike was taking care of an important client and was the only one coordinating with them. Mike took a long leave and there was no one else who could handle the client in his absence. When he joined back after a long vacation, the organization had already lost the client. Had Mike worked in a team, others could have taken the charge when he was not there. In a team, the other team members can perform and manage the work in the absence of any member and hence work is not affected much.

- **There is always a healthy competition among the team members:** Competition is always good for the employee as well as the organization as every individual feels motivated to perform better than his other team member and in a way contributing to his team and the organization.
• **Team work is also important to improve the relations among the employees:** Individuals work in close coordination with each other and thus come to know each other better. Team work also reduces the chances of unnecessary conflicts among the employees and every individual tries his level best to support his team member. The level of bonding increases as a result of team work.

• **Team members can also gain from each other:** Every individual is different and has some qualities. One can always benefit something or the other from his team members which would help him in the long run. Everyone is hungry for recognitions and praises. One feels motivated to work hard in a team and to live up to the expectations of the other members. Each member is a critic of the other and can correct him whenever the other person is wrong. One always has someone to fall back on at the time of crisis.

Team and team work must be encouraged at workplace as it strengthens the bond among the employees and the targets can be met at a faster pace. Workload is shared and individuals feel motivated to perform better than his team members.

**Conclusion:**
Team work is strength. Even pepper and salt together can only make the food tastier.

Source:123greetings.com

**Bibliography:**