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THE AVERAGE GUIDE

HBR Guide to

Leading Teams

Balance skills and styles
Establish clear roles
Promote healthy dissent

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Harvard Business Review



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Mary Shapiro,2015-06-16 Great teams don't just happen How often have you sat in team meetings complaining to yourself Why does it take forever for this group to make a simple decision What are we even trying to achieve As a team leader you have the power to improve things It's up to you to get people to work well together and produce results Written by team expert Mary Shapiro the HBR Guide to Leading Teams will help you avoid the pitfalls you've experienced in the past by focusing on the often neglected people side of teams With practical exercises guidelines for structured team conversations and step by step advice this guide will help you Pick the right team members Set clear smart goals Foster camaraderie and cooperation Hold people accountable Address and correct bad behavior Keep your team focused and motivated Managing Teams in the Hybrid Age: The HBR Guides Collection (8 Books) Harvard Business Review,2023-06-13 Lead your hybrid team to success The strictly nine to five office routine no longer exists and you may be managing a team that works in several different locations at different times of day How can you keep your team engaged and remain connected and visible both in person and virtually Managing Teams in the Hybrid Age The HBR Guides Collection offers ideas and strategies to lead your team to its highest most productive potential whether they're working across the table or across an ocean Included in this eight book set are HBR Guide to Managing Flexible Work HBR Guide to Remote Work HBR Guide to Being a Great Boss HBR Guide to Leading Teams HBR Guide to Making Every Meeting Matter HBR Guide to Motivating People HBR Guide to Collaborative Teams and HBR Guide to Beating Burnout You'll learn how to Adjust to the flexible work arrangements that promote productivity and inclusion for you and your team members Craft a work from home routine that makes it easier rather than harder to work remotely Embody what it means to be a supportive and successful leader Create an efficient collaborative and motivated team Hold purposeful engaging and efficient meetings Prioritize employees professional development and job satisfaction Use passion and influence to promote effective collaborative teams Make the necessary changes to prevent burnout Arm yourself with the advice you need to succeed on the job with the most trusted brand in business Packed with how to essentials from leading experts the HBR Guides provide smart answers to your most pressing work challenges **HBR Guide to Collaborative Teams (HBR Guide Series)** Harvard Business Review,2021-08-03

Break down the barriers to effective collaboration For cross functional projects to work you need to bring together diverse ideas and resources from across your organization But office politics conflicting objectives and lack of clear authority can get in the way The HBR Guide to Collaborative Teams provides practical tips and advice to help you collaborate more effectively Whether you're leading your own direct reports or building a talented group from disparate parts of your organization you'll discover how to align others goals and skills so you can solve problems as a team and deliver great results You'll learn to Develop a shared purpose Bust departmental silos Lead employees who don't report to you Overcome conflict and turf wars

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must first envision the results you want and then determine what strengths and capabilities you'll need to achieve them Don't add another team member who excels at the same thing 2 The best teams are made up of a variety of people with complementary skills who are committed to a common purpose set of performance goals and approach 3 The larger the team the more difficult it is to find meeting times the longer it takes to make decisions and the tougher it is to manage information and work flow So bring together the smallest number of people necessary to provide the skills and perspectives you need 4 To reevaluate your team list the skills and types of expertise you'll need to tackle the team's responsibilities Then identify the fewest number of people who can cover most of those requirements **Harvard Business Review**, 2005 **HBR Guides**

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