

PALOMAR COLLEGE
COURSE OUTLINE OF RECORD FOR
NONCREDIT COURSE

(Use this form only for Noncredit courses)

COURSE NUMBER AND TITLE: CSA 42 – Team Building

MINIMUM NUMBER OF SEMESTER HOURS: 6.0

SCOPE OF COURSE:

Designed to provide the student with an understanding of how teams work together, common problems teams encounter and how to solve them. Students will learn to recognize various team-player styles. Students will be introduced to team building in the workplace.

SPECIFIC COURSE OBJECTIVES:

Upon completion of this course, the successful student will be able to:

1. Analyze team-building techniques.
2. Apply team-building techniques as a means of handling supervisory situations.
3. Analyze various team-player styles.
4. Evaluate common team problems and discuss methods to solve them.

CONTENT IN TERMS OF SPECIFIC BODY OF KNOWLEDGE:

- I. Building a Team
 - A. Selecting a team
 1. Identifying appropriate skills
 2. Assigning roles
 - B. Setting team goals
 - C. Team-building techniques
 - D. Advantages of team building
- II. Promoting Team Work and Cooperation
 - A. Participative management
 - B. Defining and changing team attitudes
- III. Team Problems
 - A. Recognizing and communicating problems to team members
 - B. Techniques for solving problems

MATERIALS REQUIRED: None.

TEXTS RECOMMENDED OR REQUIRED:

Parker, Glenn M. Team Players and Teamwork: The New Competitive Business Strategy. San Francisco: Jossey-Bass, 1990.

INSTRUCTIONAL METHODOLOGY:

Check all that apply:

- lecture
- laboratory
- lecture-laboratory combination

DISTANCE LEARNING:

This course may be offered as a distance learning course and meets Title 5 regulations 55370, 55372, 55374, 55376, 55378, and 55380.

Yes No

If yes, check all that apply.

- Television Course (Video one-way, e.g. ITV, video cassette, etc.)
- Online Course (Text one-way, e.g. newspaper, correspondence, electronic file, etc.)
- Two-Way Video Conferencing (Two-way interactive video and audio)
- One-Way Video Conferencing (One-way interactive video and two-way interactive audio)
- Computer Assisted Instruction (A specialized form of mediated instruction relying primarily on student access to information and prepared lessons or teaching materials through a computer terminal, but not under immediate supervision of a qualified instructor.)

METHODS OF DETERMINING WHETHER THE STATED OBJECTIVES HAVE BEEN MET BY STUDENTS:

Class Participation.

CONTACT PERSON: Mollie Smith

SIGNATURES ON FILE