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Foreword

There are several reasons why any business venture should have the advantage of working in teams. Some of these reasons may be more obvious than others but none are less important or beneficial. Exploring and understanding these ideas regarding the necessity of having a team work together towards the success of the company is a worthwhile exercise for all concerned.



Building The Best Business Team

How To Create An Unstoppable Team That Builds Booming
Businesses

Chapter 1:

How Important Is The Team To Business

Synopsis

Today most companies have more than one individual working on any given project at any one time, simply because of the accepted notion that more ideas and view points are better than just one.



The Basics

From solely the ideas and concepts point of view, fresher and more innovative solutions may bring about a more competitive and customer attracting product or service. Several “heads” brainstorming equals several different ideas as opposed to one individual trying to come up with several ideas. Depending on one individual is not only time consuming but also not very cost effective.

Another advantage of the team concept is that by working as a team much more work can be accomplished within a shorter space of time. Also the possibility of identifying the pro and cons of the item or service being conceptualized is much better and wider when compared to just depending on one person’s perception. Other benefits of working as a team also include the delegation of the work load to be borne by all those involved in contrast to one person trying to get everything done alone. Here the advantage of the time and cost saved is apparent.

Decision making also becomes easier to a certain extent when more experienced and skilled input is available instantly. This is a very important element when the time factor is a predominant issue. Decisions can be made more effectively and quickly because the various aspects on the impact of the service or product can be discussed and understood completely and thoroughly.

Chapter 2:

Design Your Plan And Goals

Synopsis

The idea behind any endeavor is to succeed as quickly and as effectively as possible, thus there is a need to have some sort of plan and goal from the very inception of the idea or business venture.



Plan

Having clearly outlined plans and goals helps the individual draw up and see the bigger picture of the whole process and this then helps the individual to be clear and sure of his or her capabilities to see the project to success.

These plans and goals should include both short and long term scenarios. Plainly put, it is like having a map, where everything is clearly outlined to make the journey easier and better to complete.

Some of the items within the plans or goals should include elements of mission statements, company profile, marketing research data, financial data and any other necessary and complimenting information.

All this information helps to determine how and what course the company needs to take in order to achieve the desired success intended. It also contributes to the reality factor of the process and challenges that may occur during the course of the business venture.

These goals and plans also help the individual prioritize the financial allocations and resources well in order to cover a comfortable period of about three to five years.

The importance of the financial elements being realistically mapped out should not be underestimated as this very important element will eventually dictate the smooth running of the business venture.

All these plans and goals also help the individual present a more comprehensive picture of the business venture to possible potential investors, as the clarity of each aspects of the business has been clearly and carefully mapped out for all to peruse. Question and queries can be affectively and satisfactorily addressed immediately, further boosting the confidence in the percentage of making the venture a success.



Chapter 3:

Choose The Right People

Synopsis

Choosing the right people to be part of the team is indeed a crucial part of ensuring success within the business framework, as this is the platform where all decisions, ideas, and other such processes are first formed and implemented.



Pick Right

If at this point of the business process, problems can arise simply because of the poorly selected team, can cause the entire business venture to be effected and certainly not positively.

This kind of set back can be hard to recover from and will cause the business venture to falter both financially and physically. Thus choosing the right combination of people to work together for a common goal is very important indeed.

The team members selected should have various qualities that are complimenting on all levels of which the most important element should be the understanding that there is no place for individualistic thinking but rather collective thinking mindsets.

If this very vital element is clearly understood and accepted by all involved in the team then and only then can the team members work together effectively and successfully.

Each member chosen should be able to contribute constructively to the general equation while at the same time be able to accept other contrasting and at times contradicting view points with the openness and willingness needed to come to an agreement for the betterment of the business.

The negative element of trying to outshine one another should be clearly and strictly discouraged and even prohibited altogether.

Sharing a common goal, vision, agenda and timeline should be priority of the chosen team members as this is what will contribute to the forward moving flow of the business venture and contribute significantly to its success.

The dynamism of those involved in the team is also another significant element that should be carefully considered as the most effective teams are able to work well and effectively together to produce the best results possible.



Chapter 4:

Provide Training Tools And Encouragement

Synopsis

No matter what line an individual is pursuing there is always the element of evolution that should be addressed effectively. In order to stay as competitive as possible all companies should ensure that their work force is constantly kept up to date with the latest developments relating to the product or service being sold.



What's Needed

Providing the necessary training and tools is one way of addressing the ever changing and evolving business environment. These often rapid changes usually require the work force to be better skilled and knowledgeable in the latest tools or related material being launched or used. Employees who are better informed, adaptive, flexible and focused on the future are an asset to the business venture.

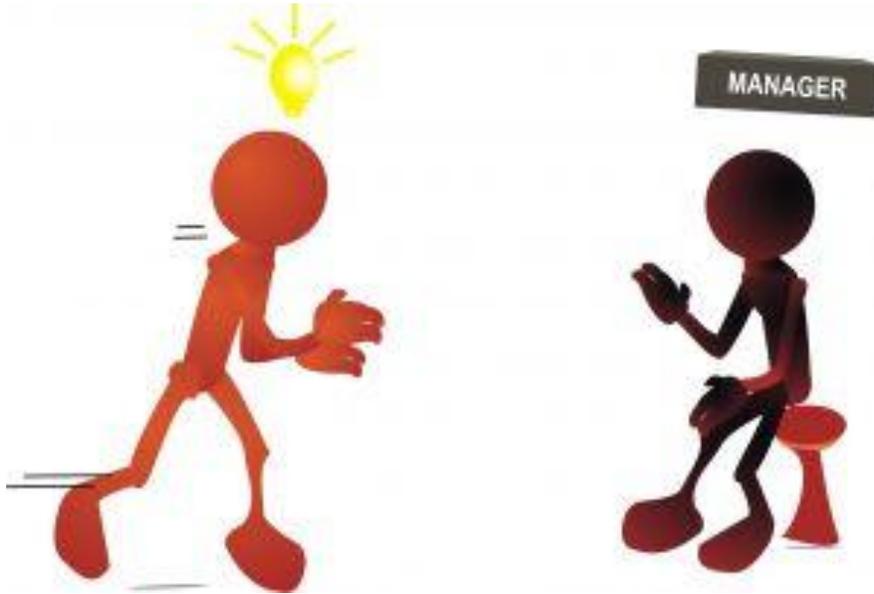
Encouraging all involved to adapt growth and career development by providing coaching, seminars, workshops, training and other beneficial exercises will help the individual feel better equipped to face the challenges which may arise from time to time.

It will also help the individual to be more proactive and forthcoming with ideas and work ethics which will benefit the company in the long term scenario. These training sessions and tools also help to keep the entire company more competitive as respected participants within the business community.

Those on the receiving end of such training and tools will also have the sense of value, belonging and loyalty towards the company as they acknowledge the willingness of the company to invest in the said tools and training sessions for their benefit.

Some of these tools and training may include management development, career development, basic skills, and professional skills,

technical training, supervisory skills are just some to be named. The positive outcome of which will be employees with better and upgraded skill, individuals being able to reach their full potentials which results in the ability to meet any new challenges which may present itself.



Chapter 5:

Step Up Your Communication Skills

Synopsis

Poor communication skills can and will hamper any presentation no matter how good and informative the content is. Thus taking the time to fine tune or ever develop good communication skills should not be dismissed as a waste of time. The first impressions made based on the initial contact or communication scenario almost always dictates the follow up reactions to the matter being communicated.



Communicate

There are several areas that should be addressed in regards to preparing to have better and more effective communication skills. Perhaps one of the foremost points to consider is in the presentation material itself.

As this is the most important part, whereby the idea, product or service is being introduced, proper planning is required to ensure an impressive impression is made.

Creating a clear and concise outlines is very important as there should not be any element of boring the listener with unnecessary information. Speaking knowledgably and using power words is also recommended when trying to create the necessary hype towards the item or service.

Being able to converse effectively and interestingly is also very important to ensure the rapt attention of the audience. If technical jargon is needed, it would be prudent to ensure in use of it is in line with the knowledge levels of the audience, as using terms that cause confusion instead of clarity is simply useless and a waste for both the presenter and the intended audience.

Once the presentation is made, concluding on a tantalizing note will help to ensure the desired follow-up enquiries a made.

Attending and learning from other speaking session or presentations is also another way to step up one's own capabilities in the same area. Observing the different styles used and then defining one's own style using all that has been learnt will help towards becoming a more effective speaker.



Chapter 6:

Reward A Job Well Done

Synopsis

From a very young age every person has learnt the merits of rewards or the expectations of it, thus it comes as no surprise that even in the adult world this same expectation prevails. Business incentives, rewards and other forms of acknowledgements have been documented to play a huge and very effective role in extracting the best possible results in any individual or team within the company's platform.



Rewards

As the margins of competitive advantages remains at its increasingly shrinking state within the business arena, organizations are actively seeking ways to ensure their work force are kept happy and contented.

This state of contentment is hoped to bring about the desired level of hard work, commitment and loyalty towards the company. Therefore it is in the interest of all concerned to have a good and effective rewards program in place at all times.

Being the natural factor in encouraging continued and even higher levels of good performance on the part of the individual, many companies recognize the importance of providing good rewards for their work forces. These rewards are most times what drives the individual or team to go beyond the expected to produce results that are both phenomenal and rewarding.

Besides keeping the work force working at its optimum, companies that have good reward incentives or programs in place are often the companies that are able to attract the best and experienced people.

These individuals most times will be able to contribute positively to the company, thus taking it to heights originally unimagined. In the business world today the requirements to stay constantly competitive

is often a prerequisite if not a necessity, thus retaining the best employees presents a challenging task indeed.

Elements such employment benefits, salaries, bonuses, retirement or pension packages are all very important points that everyone look into when considering a position in any company.



Wrapping Up

It is very important to build your skills when it comes to assembling a team and making them the best they can be. Hopefully this book has given you the tools to move ahead and make the best out of team building.

