

**American Management Association's
Leadership Skills and Team Development for Technical Professionals**

LESSON ONE

Forming

- Understand the Differences Between Technical and Nontechnical Professionals
- Describe Why People Skills Are Important to Leadership
- Differentiate Among Doing, Managing, and Leading
- Describe Best Practices for Holding Successful Team Meetings and for Building a High-Performance Team
- Identify Your Leadership Style

LESSON TWO

Storming

- Describe the Stages of Team Development
- Apply Your Insight Work Style to the Stages of Team Development
- Identify Effective Approaches to Dealing with Team Conflict
- Describe the Steps of Assertive Communication
- Give and Receive Feedback

LESSON THREE

Norming

- Explain How to Delegate Responsibility
- Identify Effective Motivational Strategies for Your Team
- Describe Effective Coaching Behaviors

LESSON FOUR

Performing

- Describe the Stages of Team Development
- List Ways to Avoid Groupthink
- Develop a Plan to Improve Your Individual Leadership Skills
- Apply What You Have Learned to Your Own Team