

## TEAM PARTICIPATION: TEAM COMMUNICATION

### Who should attend?

This course is designed for those individuals in the semiconductor industry who require the knowledge and skills for Team Participation: Team Communication.

### Course Benefits

Increase knowledge of techniques and tools needed for successful business performance.

Improve skills that affect daily business operations:

Communication Skills.

Office Skills.

Group productivity in the workplace.

### Course Objectives

- Understand typical roles that you and other team members adopt.
- Refine yourself as a team player and stretch yourself into new roles.

### Course Modules

1. *Open team communication*
2. *Appropriate team behavior*
3. *Breakdowns in team communication*
4. *Three levels of verbal communication*
5. *Denotative and connotative word meanings*
6. *Supportive communication environment*
7. *TRUST acronym*
8. *Nonverbal communication*
9. *Active listening*
10. *Listening skills*

### Registration Information

**Prerequisites:** *None*

**Course Length:** *2 Hours*

**Course Type:** *Web-based Training*

**Course Number:** *TRN/WG-45*

To enroll or for more information on our products and services, please call our registrar at one of the numbers below or go to [www.appliedtraining.com](http://www.appliedtraining.com).

- 1-800-468-8888, option 4 (United States)
- 1-512-272-0027 (International)

### Computer System Requirements:

Attending this course requires a Windows 98, NT, 2000 or XP computer using Internet Explorer 5.5 or higher. 128MB RAM or higher and high-speed Internet access is also highly recommended.