Formation
Work Effectively in a Team (Travailler efficacement en équipe)

Durée de la formation : 8 heures
Date de la session : du 01/03/2027 au 31/05/2027

Dates précises : From 01/03/2027 to 31/05/2027
Horaires de la session : Independently, at your own pace

Lieu : En e-learning (en ligne) - OpenClassrooms platform

Nombre de places maximum : 5

Formateur(s) : OPENCLASSROOMS

Prérequis sur cette formation : None

Public ciblé : Université de Bordeaux staff and site/PUI partners

Public prioritaire : Projet managers, team leaders, anyone involved in a project

Date limite d'inscription : 19/02/2027

Objectifs :
Teamwork is an essential skill that can be learned! In this training, we will go over how to take advantage of a team's formidable leverage: collective intelligence.

Goals of the training:

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Find your place in the team

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Adopt a good relational dynamic

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Use positive communication

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Allocate tasks and delegate

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Use collaborative tools

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Organize effective, agile meetings

This training receives government funding managed by the Agence Nationale de la Recherche (National Agency for Research) under the plan France 2030, with the reference ANR-21-EXES-0004.

Programme :
Part 1: Find Your Place in the Team

1. Working in a Team: Overcome Your Resistance

2. Understand the Way You Function

3. Develop Your Emotional Maturity

4. Locate Yourself in the Hierarchical Structure

5. Define Your Role in the Team

6. Quiz

Part 2: Communicate With Your Team Members

1. Your First Steps Within the Team

2. Find the Right Relationship Mindset: Empathy and Assertiveness

3. Bring Active Listening and Positive Communication Into Play

4. Learn to Accept Criticism and Master Giving and Receiving Feedback

5. Manage Difficult Personalities and Break Free From Psychological Games

6. Quiz

Part 3: Organize Yourself and Boost Your Performance in Your Team

1. Adopt the Rules of Cooperation and Collective Intelligence

2. Use Collaborative Tools

3. Learn to Distribute Tasks and Delegate

4. Running Efficient, Agile Meetings

5. Manage Your Time and Your Motivation

6. Quiz

Pour tout renseignement complémentaire :
Chargé(e) de formation : mailto:bf-formations.innovation@u-bordeaux.fr
Pôle AGRH – service développement des compétences

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