

TECH PREP/MTAG CURRICULUM

Interpersonal Effectiveness

Lesson Plan

Time Allotment: 12 Hours
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MODULE DESCRIPTION

This module provides participants with an opportunity to develop their interpersonal skills through interactive exercises conducted in a team setting. Debriefing these exercises with all members of the class helps ensure that the exercises translate into personal and interpersonal learning for the participants.

MODULE OBJECTIVE

After completing this module, students should be able to identify the principles of good teamwork and effective communication and demonstrate those skills during a series of interactive exercises.

MTAG COMPETENCIES INTRODUCED

- A1.1 Identify the principles and skills of good teamwork
- A2.1 Identify interpersonal characteristics of a team player
- A2.2 Demonstrate the characteristics of a team player
- D6.4 Apply problem-solving skills and tools.

MANUFACTURING SKILL STANDARDS INTRODUCED (MCSS)

- F9 Problem Solving – Recognizes problem and devises/implements a solution.
- C9 Participates as a member of a team – Contributes to a group effort.

PERFORMANCE CRITERIA

- With team members using a team player checklist, the student will consistently demonstrate the interpersonal characteristics as judged by the other team members.
- The student will be able to openly and consistently share personal feelings, values, beliefs, interests, expectations, assumptions, imagination, and prejudice and listen to and respect the same characteristics and contributions of other team members.
- The student will be able to apply problem-solving skills and tools to identify possible problems and suggest tentative solutions.

SEQUENCING

Introduction

Ice Breaker

Understanding Teamwork

Establishing Ground Rules

Multiple Intelligences

Multiple Intelligences Exercise

Communication Skills

Obstacles to Effective Teaming

Filters to Effective Communication

Making Assumptions

Being the Only One – “The Tale of O”

Building Communication Skills

Active Listening

Asking Effective Questions

Giving Effective Directions

Negotiation

Team Problem Solving Exercise

Skill Check

Module Evaluation

SUPPLIES NEEDED

Overhead projector and screen.

White board and erasable markers

Chart paper & Marker pens

Masking Tape

Post-It notes

Optional Video: The Tale of “O” (available from <http://www.goodmeasure.corn/ataleo.html>)

VCR and monitor

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RECOMMENDED STUDENT PREREQUISITES

None