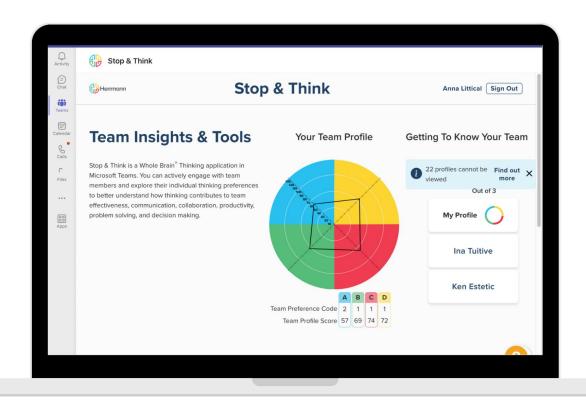


Whole Brain® Thinking in Microsoft Teams

Harnessing cognitive diversity in the flow of work with Stop & Think



What is Stop & Think?



Stop & Think can be added on the desktop and mobile versions of Microsoft Teams by searching for "Stop & Think" in the App Store. Log in with your Herrmann platform credentials to view your personalized insights!

The Herrmann Platform + Teams

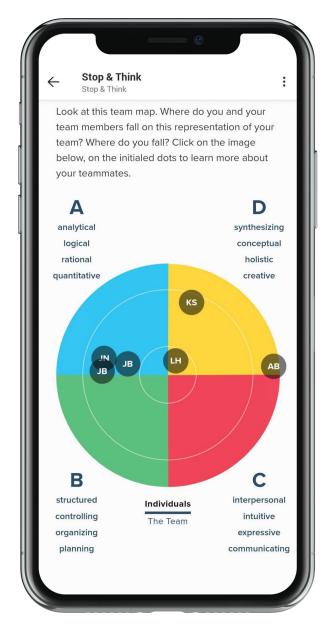
Stop & Think is a brand new way for you to experience individual and team HBDI® profiles in the Microsoft Teams app.

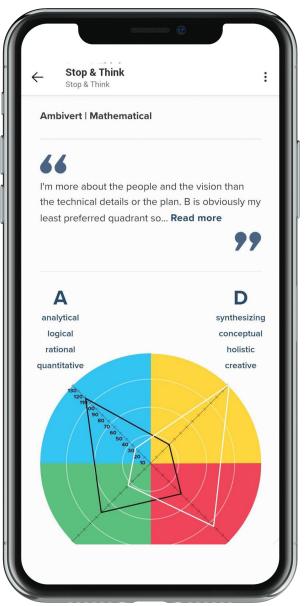
Access custom guidance and insights based on your profiles to improve:

- Communication
- Decision-making
- Problem solving
- Team effectiveness



Why install Stop & Think?





The Herrmann Platform + Teams

From individual profiles to your team's collective profile, Stop & Think presents HBDI® results alongside tools to increase your effectiveness and improve your flow of work.

No pulling reports or extra steps are needed, the power of your team's cognitive diversity and Whole Brain® Thinking is at your fingertips.



Baseline Stop & Think Features



Get to Know Your Teammates

Easily access and explore the HBDI® profiles of your teammates - and team as a whole.

Learn how to communicate effectively one-on-one by exploring the **Getting Unstuck With Another** tools.

Use the **Our Team** and **Our Team Under Pressure** Tools to understand team dynamics and improve effectiveness.



Improve Your Team Meetings

Explore the **Meetings That Work** tools to find Whole Brain® Solutions you can work into your meetings today.

From planning a meeting, to leading a debrief, our customizable tools and engaging activities will help you lead meetings that improve your flow of work.



Add Stop & Think Where You Need It

On the Microsoft Teams sidebar, in a chat with teammates, or within a meeting on your Teams calendar - pin Stop & Think where you and your teammates can easily access and harness the power of your diverse thinking preferences.



Stop & Think Team Accelerator Tools

The team accelerator tools provide a self-paced, interactive learning journey designed to help teams increase their performance. All Stop & Think users can preview the first stage tools. **To learn how to access the entire journey**, contact your Herrmann representative.





In the first stage of the team accelerator experience, teams will:

- Provide a baseline assessment of their team's overall performance by completing a team pulse check pre-survey.
- Get to know each other through a Whole Brain® Thinking lens and define what it means to be a "high-performing team."
- Complete their individual HBDI® assessment and learning journeys.



Align

With HBDI® journeys complete, and the team's HBDI® profile data in Stop & Think, teams are able to better align and:

- Find out how each team member's thinking preferences can benefit the team.
- Explore their team profile, build trust, and learn how to best communicate with each other.
- Prioritize goals.



Accelerate

The third stage accelerates the ongoing application value of Whole Brain® Thinking by helping teams:

- Clarify goals using a Whole Brain® Process.
- Create team norms, make meetings more efficient, and give effective feedback.
- Practice activities that encourage everyone to explore "big ideas."



Adapt

The final stage builds resilience within a team through activities that help everyone:

- Learn how to manage team transitions and unblock conflict.
- Practice leading a team retrospective and navigate change more easily.
- Complete a team pulse check post-survey to assess against earlier results.





Visualizing the Team **Accelerator Journey**

Give effective feedback

Apply a simple process for more effective feedback

Self-quided discussion with tools

Explore your team profile Review HBDI® Team profile to see how

Self-guided discussion using Herrmann

platform (requires completed HBDI)

thinking relates to needed roles

ACCELERATE

Create team norms

Better agendas to make the most of precious time & resources

Make your meetings work

Self-quided discussion with tools

Agree on norms to drive team effectiveness Self-quided discussion with tools

Clarify your goals

Continuously improve your goal setting through a Whole Brain® approach

ADAPT

Self-guided discussion with tools

Accelerate & Adapt phases are non-sequential and iterative, intended for ongoing, JIT application of tools

Manage team transitions

Manage changes to the team to mitigate the risk of getting derailed

> Unblock conflict Using the common language of

Self-quided discussion

Whole Brain Thinking® to avoid

Self-guided discussion with tools

dysfunction



ACTIVATE

Define your ideal team

Learn & share what drives team success & align on what makes a high-performing team

MS Teams whiteboard activity with self-facilitation guide

Share who you are

Discover differences in how each of us thinks Self-guided discussion

Understand your thinking

HBDI® Assessment & Journey to understand thinking preferences On Herrmann platform

Check your team pulse

Understand your team's current dynamics & priorities Pre-journey pulse survey

ALIGN

Build trust

Share what is required for each team member in building trust Self-guided discussion using

Think big

Apply an approach to break out

Self-guided discussion

of our typical thinking constraints

Herrmann platform

Share superpowers

Each team member's superpowers & how they contribute to team success



Self-guided discussion

Avoid communication frustration

Prioritize your goals

help focus on what matters most

Discussion with self-facilitation guide

Apply a simple, Whole Brain® approach to

Speak in colors for more effective collaboration Self-quided discussion using Herrmann platform

team pulse

current dynamics & priorities

Pre-journey pulse survey



Navigate change

Gap analysis to build team readiness for change

Self-guided discussion with tools



Understand your team's



Lead a retrospective Drive continuous adaptation by looking backwards to go forward

Self-quided discussion



The Stop & Think App in Microsoft Teams - A Quick Recap



- Whole Brain® Thinking application in Microsoft Teams
- Provides individual and team HBDI® profiles
- Provides tools and resources for the flow of work and increasing team effectiveness - with the option of adding team accelerator content



- Installation is handled by an organization's Microsoft
 Teams administrator and/or IT team
- Individual users can login directly once it is installed



- Perfect for teams that are already using Microsoft Teams
- Must already be using the HBDI® and have the sharing and teams features enabled on the Herrmann platform



- Improve day-to-day communication and interactions by integrating Whole Brain® Thinking insights and workflows on Microsoft Teams
- Get individual & team thinking insights in the flow of work for real team challenges around communication, collaboration, problem-solving, and decision-making

