Herrmann Team Accelerator Tools

Certified Practitioner (CP) Thinker Portal Roll Out Guide

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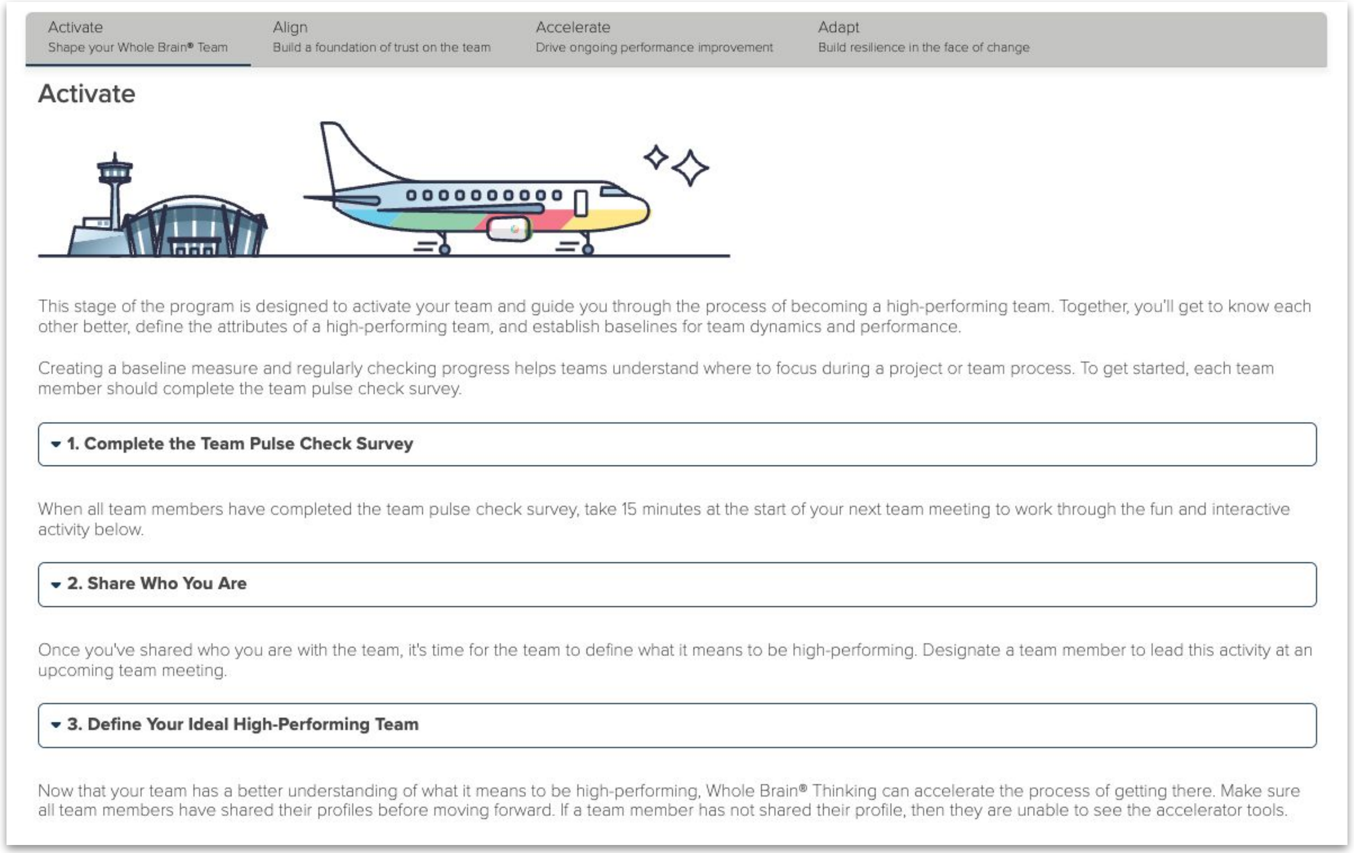
Team Accelerator Tools in the Thinker Portal



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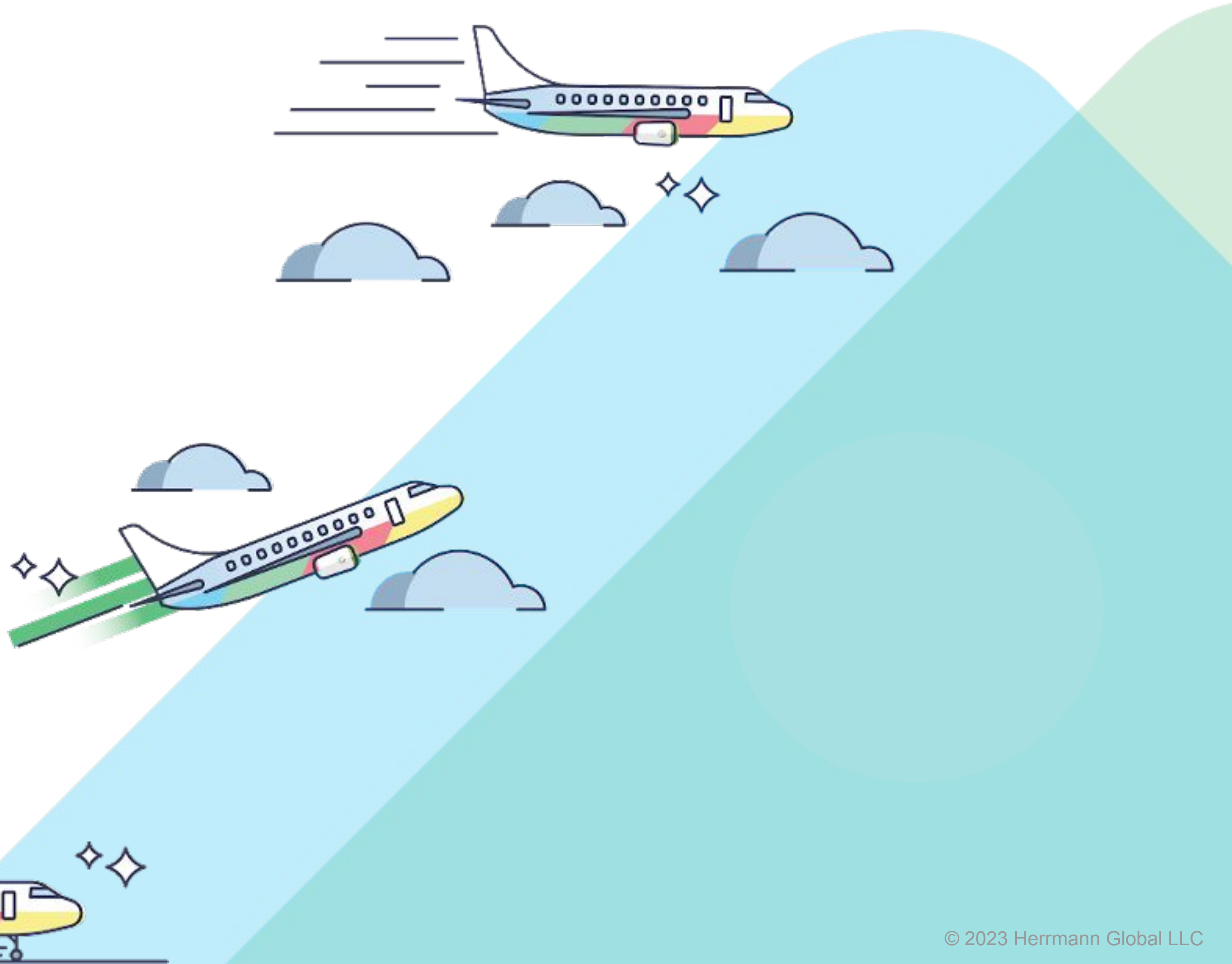
Team Accelerator Tools: Overview

Available in the Thinker Portal, your team will learn to apply tools and resources to increase performance through four dynamic stages of development.



Activate
Establish baselines for team dynamics and performance.

Align
Build a foundation of trust while prioritizing goals to focus on what matters most.

Accelerate
Drive ongoing performance improvement by clarifying goals and providing better feedback.

Adapt
Navigate disruptions with resilience so your team can emerge stronger than before.

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Team Accelerator Tools: A Closer Look

Activate

In the first stage of the Team Accelerator, teams will:

- Provide a baseline assessment of their team's overall performance by completing the Pre Team Pulse Check 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® Journeys.

Align

Teams are able to better align their collaborative efforts:

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

Accelerate

The third stage accelerates the ongoing application value of the tools 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 through the use of Whole Brain® Thinking tools.
- Complete a Post Team Pulse Check Survey and assess against the previous results.

Activities that provide ongoing value

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Getting Started

- The team accelerator tools are available to use on Herrmann's Thinker Portal.

- When you click on a team under the "Teams" tile you will see "Accelerator Tools" on the top menu of the landing page. It is important to be sure teams are created and team members have enabled the sharing of their profile.

- You will want to connect with your Herrmann representative to ensure:
    - You have set up team members so they can complete their HBDI® assessment and journey.
    - You have a plan for receiving and distributing your Team Pulse Survey Results More information on the survey can be found on the next slide.

- You will also want to review the stages and activities to plan how you will get involved with teams as they work through the tools. After providing more information on the Team Pulse Survey, we will offer an example of where we would recommend leading **facilitated team coaching sessions** with teams who are working through the experience.

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Team Pulse Survey

- All team members are asked to complete the survey in the first and last activity of the team accelerator tools. Click here to learn more about the survey and how you can use it.

- Contact your Herrmann representative to receive a report of your survey results with recommendations on how your team can use them to improve your effectiveness. Know they will need:
    - The date the team completes the survey and the team name.
    - Two days to turnaround a full report.
    - To email the report to a CP, who will then deliver the report to a team.

- Once your teams have applied all four stages, they can continue to use the pulse survey by visiting either activity to check in on their effectiveness. Just be sure to have the information above in your request.

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Team Accelerator Tools Facilitated Path Example

ACTIVATE

Check your team pulse
Understand your team's current dynamics & priorities
Pre Team Pulse Survey + facilitated coaching kick-off

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

ALIGN

Share superpowers
Each team member's superpowers & how they contribute to team success
Self-guided discussion

Explore your team profile
Review HBDI® Team profile to see how thinking relates to the team's goals and needs
Facilitated discussion using Herrmann platform (requires completed HBDI)

Build trust
Learn what is required to build trust with each team member
Self-guided discussion using Herrmann platform

Avoid communication frustration
Speak in colors for better collaboration
Self-guided discussion on Herrmann platform

Prioritize your goals
Apply a simple, Whole Brain® approach to help focus on what matters most
Discussion with self-facilitation guide

ACCELERATE

Think big
Apply an approach to break out of our typical thinking constraints
Self-guided discussion

Give effective feedback
Apply a simple process for more effective feedback
Self-guided discussion with tools

Make your meetings work
Better agendas to make the most of precious time & resources
Self-guided discussion with tools

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

Clarify your goals
Continuously improve your goals with a Whole Brain® approach
Self-guided discussion with tools

Ongoing Team Effectiveness Check-ins
Ongoing review of Team Effectiveness Dashboard results + align on key actions
Facilitated discussion (requires ongoing use of TED)

ADAPT

Manage team transitions
Manage changes to the team to mitigate the risk of getting derailed
Self-guided discussion with tools

Unblock conflict
Using the common language of Whole Brain Thinking® to avoid dysfunction
Self-guided discussion

Lead a retrospective
Drive continuous adaptation by looking backwards to go forward
Self-guided discussion

Navigate change
Gap analysis to build team readiness for change
Self-guided discussion with tools

Check your team pulse
Understand your team's current dynamics & priorities
Post Team Pulse Survey

Facilitated team coaching session

Self-guided team development experience

Whenever a Practitioner is available, Teams can go deeper, faster… but even without a Practitioner, a lot of value can be created by the manager and team themselves, amplifying the role of Practitioners

CP Support Considerations

In addition to coordinating HBDI® assessments and Team Pulse Survey results, you will want to consider the following before introducing and implementing the team accelerator tools:

- **Your role in answering questions about the team accelerator tools.** Becoming familiar with stages and activities is your first step to becoming a resource for managers, teams and "team leads" who will be facilitating the activities. The activities all have instructions provided and we invite you and your teams to complete the collaborative activities in a way that aligns with your flow of work. For example, "team leads" are being asked to share files, they are encouraged to use the platforms that your teams are familiar with.

- **Your role in facilitating or supporting teams as they move through the stages.** We encourage you to use your knowledge of your organization and teams, as well as your learning from reviewing the team accelerator tools, to identify if and where you might facilitate or support the learning of your teams. You might best serve your teams working behind the scenes supporting managers or "team leads" as they prepare for activities, or you might find points in each stage where you participate to provide greater Whole Brain® Thinking insights to your teams.

- **How you can gain and apply insights on a macro and micro level.** If you are working with multiple teams, consider your opportunities to participate with all teams to take stock of trends and create better alignment. For example, joining a team as they prioritize goals in the align stage might provide insights you can share with others as they tackle the same task.

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CP Roll Out Checklist

- ❏ Make sure teams are set up in the Thinker Portal and team members are sharing their profile data. This ensures that all team profile data is generated accurately.
- ❏ Work with Herrmann representative to set up HBDI® assessment and journey access for members of your organization.
- ❏ Review team accelerator tools and this resource as needed to become familiar with the stages and activities - become an expert and prepare to be a key contact for questions.
- ❏ Introduce team accelerator tools to managers and other key stakeholders to familiarize them with the process. Consult with them and use your institutional knowledge to set up roles for implementation within individual teams. Remember, the activities call for a "team lead" and this role will ideally be taken on by different team members at different points during the process.
- ❏ Use conversations with managers or other key stakeholders to create an assessment plan. The Team Pulse Survey is offered at the beginning and the end of the tools, but remember this survey can be used even after teams have applied all of the stages.
- ❏ Confirm your role - include when and how you will facilitate or participate in activities with teams. Remember, you can use your role to help gather insights, offer Whole Brain® Thinking insights and offer best practices as you lead or observe teams that are leading the way in using the tools for your organization.
- ❏ Formalize your plan, including when you will present and formally roll out the team accelerator tools to your organization. You can use slides from this deck, as well as add or delete slides as needed.
- ❏ Clearly communicate goals of your role, insights and data you will collect and how it will be used before getting teams started with the tools.

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Suggestions for Keeping Teams Moving

- **When discussing implementation with managers:** Be sure to make a plan for when and how frequently they will apply an activity from the stages. We recommend completing the stages in order and it is helpful to get a commitment to completing an exercise once every one or two weeks. Also encourage managers or important stakeholders to think about how they might work with their team to make a commitment to using the tools provided in their flow of work.

- **When thinking about your role in facilitation:** Find activities that you think would be best served by your expertise. There are activities that incorporate team profiles and you will be able to support teams by helping them interpret this information. In the second half of the stages (accelerate and adapt), the activities are designed to provide ongoing use and value. This could be an opportunity to help your teams apply tools to their flow of work.

- **Think about how you can work with teams to check in and confirm completion of stages:** This will help you plan communication with teams, gather insights and motivate them to continue moving forward through the stages.

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