

MANAGING VIRTUAL TEAMS

*Practical Techniques for
High-Technology Project Managers*



Martha Haywood

Managing Virtual Teams Practical Techniques For Hightechology Project Managers

**Jill Nemiro, Michael M. Beyerlein, Lori
Bradley, Susan Beyerlein**



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Managing Virtual Teams Martha Haywood,1998 The software serves as an assessment tool to help make the distributed team more effective

Business: The Key Concepts Mark Vernon,2003-09-02 Here is a practical guide to the essentials of business This book provides everything you need to know about the key concepts and terms from accountability to zero sum game Everything from management economics and finance to marketing organizational behaviour and operations is covered in just the right amount of detail to make things clear and intelligible Business The Key Concepts is detailed yet approachable considers new developments in business notably eBusiness and contemporary business ethics covers established subjects taking an international and strategic perspective that balances theory and practice suggests specific further reading for many concepts and also includes an extensive bibliography Whether you re already in business and could do with a handy reference guide or you re a student needing an introduction to the fundamentals Business The Key Concepts is the perfect companion

Subject Guide to Books in Print ,2001

Successful Presentation Strategies (Collection) Jerry Weissman,2013-08-19 In *Winning Strategies for Power Presentations* Weissman identifies the elements of a great presentation distilling 75 best practices from the world s best persuaders into bite sized chapters designed to be easy to read and equally easy to apply Following on the heels of Weissman s best selling *Presentations in Action* this book presents powerful new insights into the four key areas of delivering winning presentations contents graphics delivery and Q and A sessions In this fully updated Second Edition of *Presenting to Win* the world s 1 presentation consultant shows how to connect with even the toughest most high level audiences and move them to action Jerry Weissman shows presenters of all kinds how to dump those PowerPoint templates once and for all and tell compelling stories that focus on what s in it for the audience Drawing on dozens of real case studies Weissman shows how to identify your primary goals and messages before you even open PowerPoint stay focused on what your listeners really care about and capture your audience in the first crucial 90 seconds Weissman covers all the practical mechanics of effective presentation finding your flow communicating visually writing better slide text making your numbers using graphics practicing aloud customizing for different audiences presenting online and much more

Virtual Teams David Pauleen,2004-01-01 Virtual teams are a new phenomenon and by definition work across time distance and organizations This text gathers academic research on real work based virtual teams It presents practical research insight and advice on how virtual team projects can be better managed

Team Development for High-tech Project Managers James Williams,2002 This unique volume is the first to go beyond the theory of team dynamics and project management to present real world applications The culmination of years of experience and research the book describes practical techniques for building successful high performance project teams using actual examples from high tech companies A concise guide for both new and experienced managers this valuable resource enables you to select the right projects for your organization reduce the time needed for team development and productive operation learn

motivational and retention strategies for technical project personnel avoid project management pitfalls and inject quality into current and future projects The book examines the typical life cycle of team development and the general mechanics of team and project formation in today's project management setting It scrutinizes both successes and failures in nurturing and developing a team offering techniques and suggestions on building better teams in the future

Mastering Virtual Teams Deborah L. Duarte, Nancy Tennant Snyder, 2011-02-02 This third edition of the best selling resource Mastering Virtual Teams offers a toolkit for leaders and members of virtual teams The revised and expanded edition includes a CD ROM with useful resources that allow virtual teams to access and use the book's checklists assessments and other practical tools quickly and easily Deborah L. Duarte and Nancy Tennant Snyder include updated guidelines strategies and best practices for working effectively with virtual teams across time and distance to see a project through The useful tools exercises and real life examples show how anyone can master the unique dynamics of virtual team participation in an environment where the old rules no longer apply

Working Mother, 2003-10 The magazine that helps career moms balance their personal and professional lives

The Handbook of High Performance Virtual Teams Jill Nemiro, Michael M. Beyerlein, Lori Bradley, Susan Beyerlein, 2008-03-11 The Handbook of High Performance Virtual Teams is an essential resource for leaders virtual team members and work group leaders The editors provide a proved framework based on five principles for working collaboratively across boundaries of time space and culture Written by experts in the field the contributors offer practical suggestions and tools for virtual team who need to assess their current level of effectiveness and develop strategies for improvement This important resource also contains an array of illustrative cases as well as practical tools for designing implementing and maintaining effective virtual work

Popular Mechanics, 2000-01 Popular Mechanics inspires instructs and influences readers to help them master the modern world Whether it's practical DIY home improvement tips gadgets and digital technology information on the newest cars or the latest breakthroughs in science PM is the ultimate guide to our high tech lifestyle

Effective Virtual Project Teams Raymond Opdenakker, Carin Cuypers, 2019-07-23 Collaborating in virtual teams is a new reality in modern project management and work environments Its emergence calls for an extensive analysis and re alignment on the part of organizations so as to help virtual teams maintain strategic momentum a concept that this book introduces Strategic momentum represents perseverance with regard to pursuing a virtual team's strategy a flywheel concept that drives the team members to concentrate on the project tasks until they have reached their shared goal The authors present a design science based model together with an in depth qualitative study involving eight virtual R D project teams In this model strategic momentum is assessed in terms of empowerment team task insight and collective commitment These three determinants can be promoted and sustained by various contextual factors and interventions on the part of the management The authors also provide a wealth of practical tips to help practitioners and consultants generate and sustain strategic momentum in their own contexts when working with virtual teams

Leading Virtual Project Teams Margaret R.

Lee,2021-04-05 The second decade of the 21st century has brought unprecedented challenges to traditional workplaces The global pandemic has forced the advance of working from home and telework Individuals with little or no background or training in e leadership virtual project management or virtual team management suddenly found themselves in the environment of virtual work Leading Virtual Project Teams Second Edition addresses the challenges that today s virtual project management environment poses to traditional methods of leadership and communication Leadership for successful virtual team management is different from that for traditional collocated project team management Explaining appropriate e leadership styles for virtual project teams and the transition toward new leadership styles the book is filled with communication techniques for leading virtual project teams It helps project managers develop e leadership competencies needed to successfully deliver projects in today s organizations The second edition also examines Virtual meeting techniques Inclusive language Managing virtual relationships Why virtual work is now more important The work at home environment By recognizing how virtual teams are different from traditional teams those managing virtual projects may be able to offer benefits to their organization by providing positive successful leadership and exceptional communications resulting in better project deliverables and products This book provides an approach that explores all facets of e leadership from how traditional leadership theories and models can be applied by 21st century leaders to providing methods by which the virtual project manager can enhance virtual project communications to meet the needs of our modern global business world It features project management checklists and templates and includes business cases best practices and tools and techniques for virtual project management communications

Virtual Team Success Richard Lepsinger,Darleen DeRosa,2010-09-09 In today s complex organizations it is not uncommon to have as many as 50 percent of employees working on virtual teams As the virtual revolution continues to spread how can companies ensure that virtual team collaboration is producing the desired results Highly practical and easy to navigate Virtual Team Success leverages the authors robust global research study and hands on experience to provide an immediately usable resource for virtual team members and team leaders This groundbreaking book is a hands on practical toolkit filled with down to earth examples and insights that can enhance the virtual team experience for everyone involved The authors research study is one of the most comprehensive applied studies ever conducted on virtual teams and all of the recommendations outlined are based on these findings as well as the authors years of experience helping virtual teams and virtual team leaders effectively lead and collaborate from a distance To help organizations and leaders enhance virtual team performance the book includes Why Virtual Teams Fail outlines the four pitfalls that frequently derail virtual teams Profile of High Performing Teams addresses the characteristics of the most effective virtual teams and what makes them successful Virtual Team Launch Kit provides practical guidelines and tools for successfully launching virtual teams How to RAMP Up Your Team s Effectiveness introduces a practical research based model of virtual team effectiveness to improve team performance Profile of Top Performing Virtual Team Leaders identifies

the practices of the most successful virtual team leaders Facilitating High Impact Virtual Meetings includes tips and techniques to effectively lead v meetings Virtual Team Success also includes practical resources for virtual team leaders quick reference guides for diagnosing virtual team problems and six lessons for virtual team success Indianapolis Monthly ,2008 Virtual Teams Jessica Lipnack,Jeffrey Stamps,2008-09-22 Praise for the First Edition of Virtual Teams If you want to see where organizational communications are going in the future heed what these pioneers have written today Howard Rheingold author The Virtual Community and founder Electric Mind Lipnack and Stamps have written an important book for the twenty first century corporation Regis McKenna The McKenna Group author Relationship Marketing This book provides a long overdue perspective on how to apply the discipline of real teams in the fast moving increasingly dispersed information age of the future Jon R Katzenbach author The Wisdom of Teams For those who want to lead the movement catch up with it or simply know where it is going this book is packed with useful information and interesting stories Dee W Hock founder and chairman emeritus VISA Virtual Teams provides valuable insights into global teamwork and management through network technologies now available to all companies large or small Jim Lynch director corporate quality Sun Microsystems Inc **Leading Effective Virtual Teams** Nancy M. Settle-Murphy,2012-12-13 A proliferation of new technologies has lulled many into thinking that we actually have to think less about how we communicate In fact communicating and collaborating across time distance and cultures has never been more complex or difficult Written as a series of bulleted tips drawn from client experiences and best practices Leading Effective Virtual Teams Overcoming Time and Distance to Achieve Exceptional Results presents practical tips to help leaders engage and motivate their geographically dispersed project team members If you re a leader of any type of virtual team and want to help your team members collaborate more effectively then buy this book You will learn how to Build trust and cultivate relationships virtually across your team Design and facilitate virtual meetings that are focused and engaging Influence without authority Motivate and galvanize a virtual team for top performance Blend asynchronous and synchronous communications for better virtual collaboration Navigate cross cultural and generational differences in the absence of vital visual cues Assess skills strengths aptitudes and preferences from afar Handle other tough issues that can trip up virtual teams The ideas in this book are based on Nancy Settle Murphy s decades of experience working as a change management consultant facilitator and trainer for project teams around the world Designed to be read section by section in any order this book shares approaches and techniques to help you address some of the toughest challenges virtual team leaders face including keeping team members engaged from afar *Building Successful Virtual Teams* Francine Gignac,2005-01 This definitive resource provides you with a start to finish methodology for building and implementing successful virtual teams in any organization It describes today s best practical tools in virtual team design project management and change management to give you a rich hands on understanding of virtual collaboration and the many benefits that build the case for virtual team initiatives You get expert

guidelines for evaluating today's collaborative technologies and software applications and selecting those that best meet an organization's specific needs

Virtual Teamwork Robert Ubell, 2010-11-09 This book by Robert Ubell and his excellent team of collaborators adds an important dimension to effective teaching and learning in online environments. It addresses how interaction and collaboration online can be effectively harnessed in virtual teams. It is an important contribution to the larger field of Internet-based education. Frank Mayadas Alfred P. Sloan Foundation. How to create and manage highly successful teams online. With the advent of the global economy and high-speed Internet, online collaboration is fast becoming the norm in education and industry. This book takes online collaboration to the next level, showing how you can bolster online learning and business performance with the innovative use of virtual teams. Written by a team of experts headed by online learning pioneer Robert Ubell, *Virtual Teamwork* covers best practices for online instruction and team learning, reveals proven techniques for managing enterprise and global virtual teams, and helps you choose the best communication tools for the job. Educators, project managers, and anyone involved in teaching online courses or creating online programs will find a wealth of tips and techniques for building and managing successful virtual teams, including guidance for integrating team instruction in the virtual classroom, using best techniques for team interaction across borders and time zones, structuring cost-effective competitive projects that work, leveraging leadership, mentoring, and conflict management in virtual teams, conducting testing, grading, and peer and self-assessment online, managing corporate, global, and engineering virtual teams, choosing the right technologies for effective collaboration.

Manager's Guide to Virtual Teams Kimball Fisher, Mareen Fisher, 2011-06-17 Get solid collaboration from team members in remote locations. Globalization and new technologies have made team collaboration from distant geographical locations on the road from home or client sites, even on the other side of the globe, a routine part of business. Managing these teams requires new skills and sensitivities to maximize team and organizational performance. Emphasizing pragmatism over theory and offering helpful tips instead of vague observations, *Manager's Guide to Virtual Teams* helps you bridge the communication gaps created by geographical separation and get peak performance from employees you rarely see. You will learn how to keep team members in remote locations motivated and involved, coach for peak performance via e-mail, telephone, teleconference, and videoconference, help widely scattered team members understand their contribution to the business, build consensus for decisions among virtual team members, learn effective communication and feedback techniques for enhancing team performance. Briefcase Books, written specifically for today's busy manager, feature eye-catching icons, checklists, and sidebars to guide managers step by step through everyday workplace situations. Look for these innovative features to help you navigate each page: clear definitions of key terms and concepts, tactics and strategies for managing virtual teams, tricks of the trade for executing effective management techniques, practical advice for minimizing the possibility of error, warning signs for when things are about to go wrong, examples of successful virtual managing, specific planning procedures, tactics, and hands-on techniques.

Closeness at a Distance Dr Marcus Hildebrandt, Lina Jehle, 2013-11-30 Closeness at a Distance is a groundbreaking approach to the challenges so many teams and team leaders face today Virtual working is now a reality for most professionals and the winners of tomorrow will be companies that proactively drive the performance of their virtual cooperations Virtual leadership project management at a distance and networking are today's and tomorrow's critical success factors So any leader needs to ask him or herself Is your virtual collaboration as successful as it should be How to answer this question and how to improve performance in this key area is the focus of this book It introduces readers to Virtual Performance Improvement VPI c as the gateway to solutions to all key challenges faced by international virtual teams groups and networks The book supports leaders so they perform successfully and effectively in virtual global environments It guides team leaders project and network managers members and even whole organizations to areas of potential improvement in virtual performance and will help them turn vital challenges into competitive advantages The book gives new insights into how to assist global groups teams and networks to perform better and links project management organizational and cultural issues with the world of communication technology Enriched with numerous case studies and a storyline woven into the chapters this book will be of immediate practical help to anyone working with virtual teams and groups or consulting coaching or training in such a context

The Enigmatic Realm of **Managing Virtual Teams Practical Techniques For Hightechology Project Managers**: Unleashing the Language is Inner Magic

In a fast-paced digital era where connections and knowledge intertwine, the enigmatic realm of language reveals its inherent magic. Its capacity to stir emotions, ignite contemplation, and catalyze profound transformations is nothing short of extraordinary. Within the captivating pages of **Managing Virtual Teams Practical Techniques For Hightechology Project Managers** a literary masterpiece penned by a renowned author, readers embark on a transformative journey, unlocking the secrets and untapped potential embedded within each word. In this evaluation, we shall explore the book's core themes, assess its distinct writing style, and delve into its lasting affect the hearts and minds of those that partake in its reading experience.

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