

Collaboration – how to make it work

Short half-day virtual session

Collaboration is not just a buzzword – it's a tangible skill that can be learned, practiced, and mastered.

This workshop explores the six critical steps to effective collaboration, how to apply them in different settings, and how to navigate challenges when collaborating with others. Participants will leave with clear strategies for being more effective collaborators day-to-day.

This programme is particularly effective when run for a natural (ie, real life) team.

Learning objectives

- Understand the six steps to collaboration
- Apply collaboration techniques to real-life work
- Create a collaboration-friendly environment
- Develop shared goals and decision-making strategies
- Foster inclusivity and shared learning

Session format

Sessions are usually run on Zoom or Teams. Please let us know if you prefer a different platform.

Groups of up to 12 recommended, up to 20 if necessary. Please let us know if you have a larger group and we can tweak the session accordingly.

All participants receive a PDF of the slides, key learning points and pointers to further learning resources.

Sample timetable

9:00	Welcome and introduction
9:05	Overview of collaboration skills
9:15	Six steps of collaboration explained
9:45	Breakout: Applying steps to workplace examples
10:15	Creating a collaboration culture in your team
10:30	Group discussion: Managing collaboration dilemmas
11:00	Action planning and commitment building
11:25	Key takeaways
11:30	Close