Team Mechanics

Diagnosing your unit

The Team Mechanics program will focus on the processes and process performance, while the Team Dynamics modul is addressing the "people" part of the performance management. The first day of the Mechanics program will introduce you the basic process exploration tools and techniques and the importance of the balance of process and people in the team management.
A part of the first day will be spent exploring your team's process challenges and you will use your current situation to practice the process diagnosis and analysis.

We ask you to take some time and space to reflect on this prior to the first session, i.e. to undertake a mini 'audit' by yourself and map out the results. And of coures, you can involve your team in this early phase already, if you wish.

This exercise will be a simplified SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis of your team activity with the focus on your **everyday processes**.

Use the following guidelines to draw your SWOT analysis:

- Take a large piece of paper (anything between an A3 sheet and a flipchart page)
- Draw a 2x2 block on it and complete it (see below). Focus on the key things (3-4), it should not be very detailed.
- Bring the quick analysis with you to the course

To help you complete your 'analysis' it can be useful to think about some of the following:

SWOT Analysis	Your team name
STRENGTHS What is working well in your daily activities? (process) What are the most effective processes / activities of your team? What are the outstanding activities of your team?	**WEAKNESSES** What is not working well? Where do you see improvement needs? (process) Which activities / processes are the most dissatisfying for you or your team? Which activity / process is causing the highest stress ?
OPPORTUNITIES What are the potential benefits? What should happened if you address the weaknesses? What would you change?	**THEREATS** What are the potential risks if you are not addressing the weaknesses or opportunities?