

Critical Core Manufacturing Skills



The *Critical Core Manufacturing Skills* training program gives your employees the tools they need to meet the changing demands of the modern manufacturing environment and deliver consistently high performance.

Combining powerful new training content with real-world application, each module focuses on a specific skill in one of four key areas—productivity, problem solving, teamwork, and adaptability. Modules can be offered as single sessions or grouped into a customized training package geared to your business objectives, timeline, and budget.

Visit www.wtcsystem.edu or contact your business and industry services representative to learn more about this exciting new program.

Core Team Skills

Strong interpersonal and team skills are crucial in a collaborative work environment. The *Core Team Skills* modules help employees get information to the right people at the right time, bring problems to the forefront, and build strong working relationships.

Module 7: Work Cooperatively in Teams

Participants learn to work with others on a team to solve problems by identifying their responsibilities as team members, participating in group decision making, and applying the strengths and opinions of others to complete projects.

Module 8: Communicate Clearly

Participants learn to be clear and concise when giving directions and presenting information in an organized format and to communicate in writing using appropriate grammar, spelling, format, and technical terms, according to established writing standards.

Module 9: Listen Effectively

Participants learn to listen so that specific and complicated directions are not misunderstood or misapplied. Learning activities help participants listen so that the message can be accurately interpreted, provide feedback while listening to demonstrate active receipt of a message, and incorporate appropriate body language into the listening process.

Target Audience

The *Core Team Skills* modules are designed for all members of the production team.

Typical Time Investment

Each module is 4 hours and can be customized according to the needs of the participants.

Delivery Format

The training design is interactive with practical skill applications, individual and small group exercises, and real-life examples.