

ICEBREAKERS & TEAM BUILDING IDEAS

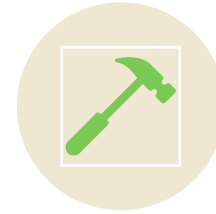
INTEGRATED PROJECT MANAGEMENT

SEPTEMBER 20, 2019

AGENDA



Introductions and
Goals



Why & when to
conduct
Icebreakers and
Team Building



Favorite ideas for
Icebreakers and
Team Building



Favorite Team
Building Ideas for
Established Teams



Your ideas



Wrap up



INTEGRATED PROJECT MANAGEMENT COMPANY INC.

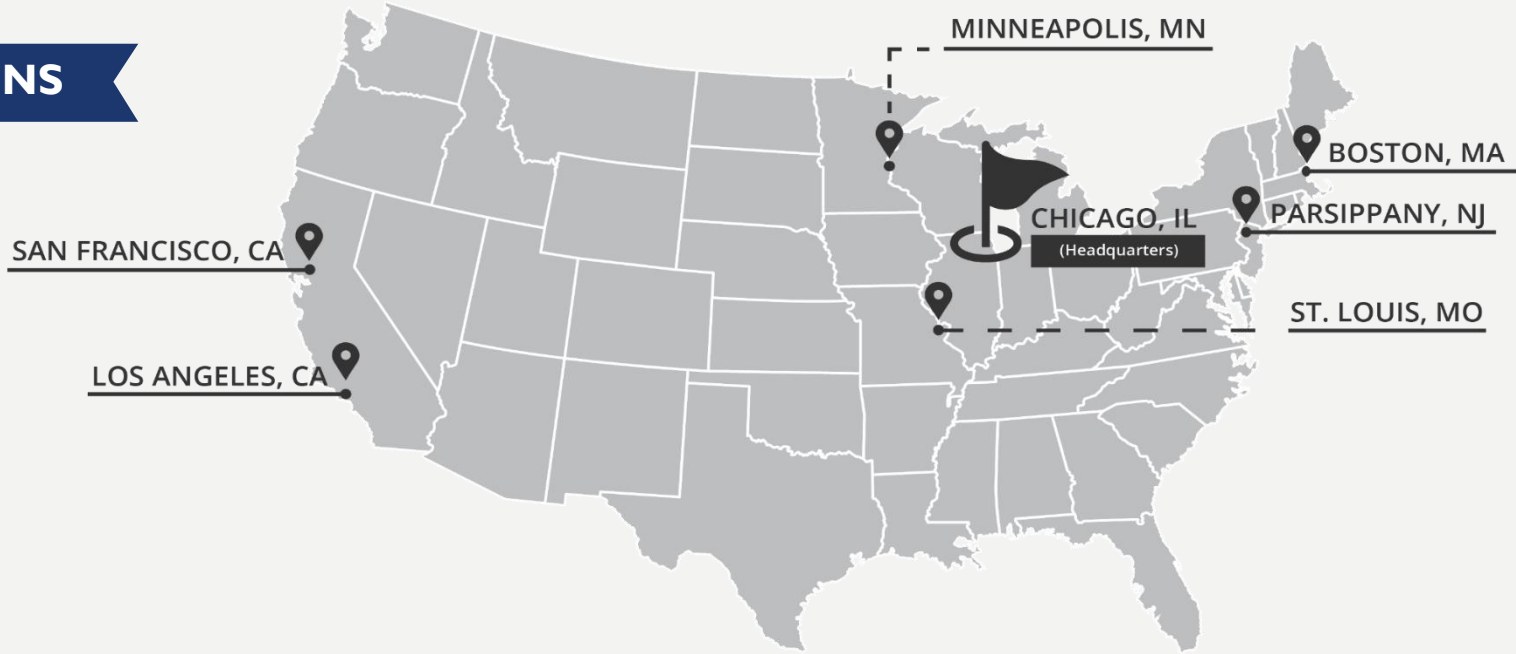
ipmcinc.com



OUR COMPANY



7 LOCATIONS



OUR SERVICES

For more than 30 years, IPM has led organizations in realizing their strategies through program and project **leadership** and **execution excellence** in multiple industries, including life sciences, healthcare, consumer products, and industrial.

QUICK FACTS

Established in 1988

Over 400 clients from Fortune 100 to start-ups

Led more than 4,000 projects, nationally and internationally

90% repeat business

Philanthropically Minded

PRESENTER INTRODUCTIONS



Senior Project Management
Consultant at *Integrated Project
Management*



Bachelor of
Science, Chemical
Engineering

experience

- » 10+ years leadership, project management, CI and lean manufacturing
- » Fast moving consumer product goods
- » Organizational and operational assessment and action planning
- » Business intelligence and data analytics



AARON BURGER
PMP



MATT HOEPNER
MBA, PMP



Project Management Consultant at
Integrated Project Management



Bachelor of Science, Biology
Master of Business Administration

experience

- » 20+ years leadership, project management, product development, quality and regulatory experience
- » Life Sciences
- » Pharmaceutical
- » Change Management

OUR GOALS FOR TODAY

- ✓ Share ideas
 - Resonate
 - Quality, not quantity
 - New and different
- ✓ Consider: why do we do icebreakers and team building?
- ✓ Consider: finding the right fit for each need

Take home message:

People are behind ALL processes. You can't improve processes or projects without involving the people.



ICEBREAKERS & TEAM BUILDING: WHY, WHEN, AND WHICH?

- Build Trust; help team members connect on a personal level
- Overcome comfort zone inertia
- Overcome geographic isolation
- Introduce humility and respect for one another
- Fun activity to create camaraderie

Why?



- When teams are forming or are stale
- When team members withdraw
- Times of conflict and transition
- Times of hubris
- Times of celebration
- When fresh thinking is needed

When?



Key considerations when choosing an event.

- Size of group
- Amount of time
- Venue and space
- Team Familiarity
- Local or Remote
- Objective

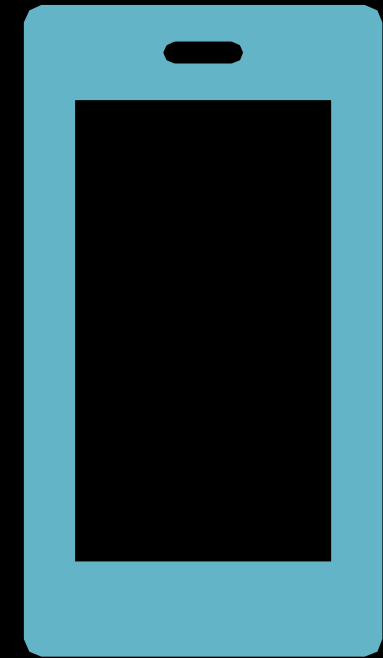
Which?



**FAVORITE
ICEBREAKERS
AND TEAM
BUILDING IDEAS**



**NEVER
HAVE I
~ DEMO ~**



10-20 min



NEVER HAVE I

How its done

1. Have teams stand up and form a circle (Recommended / Not Required)
2. Instruct everyone to hold up all 10 fingers.
3. Go around the circle have each person say something they have never done.
4. Each time you hear something you have done before – sit down.
5. Last person standing wins!

When/Why to Choose it

- New teams
- You'd like the team members to interact easily

What it accomplishes

- Conversation starter
- Get to know one another
- Can be humorous

Why we like it

- Pretty easy
- Minimal prep
- Get's people up out of their chairs
- Flexible for space requirements
- Competitive / strategy

Watch out / consider

- Don't let the groups get too large – split if necessary
- Try to keep the pace moving, encourage people to think ahead

20 min



FORM A LINE

How its done

1. Have team line up in order of:
 - First Name
 - Last Name
 - Birthplace (east to west)
 - Tallest to shortest
 - Rainbow of clothes
 - Seniority
2. You can time them – encourage speed

When/Why to Choose it

- New teams
- You have some space
- You'd like the team members to interact easily

What it accomplishes

- Communication
- Collaboration
- Understanding
- Bonding

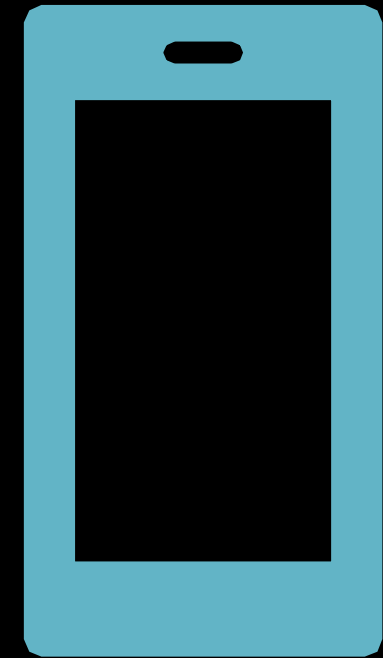
Why we like it

- Pretty easy
- Minimal prep
- Get's people up out of their chairs

Watch out / consider

- When lining up by birthplace or any other directional order, it helps to project a map of the world or place of interest
- You will need some space

**PAPER
FOLDING
~ DEMO ~**



5-10 min



SPECIFIC PAPER FOLDING

How its done

1. Pass out a blank piece of paper
2. Have everyone close their eyes, stress keeping them closed
3. Give detailed instructions for folding four times
4. After each fold have them tear off a different corner of the paper
5. Open eyes, unfold & compare

When/Why to Choose it

- When communication is important
- When you only have a few minutes
- When you have team members who don't like icebreakers

What it accomplishes

- Two-way Communication
- Clarity
- Patience

Why we like it

- Super Simple
- Gets a good point across
- Doesn't take a lot of time
- Can be fun
- Incredibly affordable
- No prep necessary

Watch out / consider

- Team members who won't keep their eyes closed 😊
- Risk free
- Don't miss the opportunity to relate the game to the project team

10 min



OFFICE SPACE – Anyone have a red stapler?

How its done

1. Have everyone take a picture of their workspace and send to the facilitator
2. Have the team members guess who's space is who's

When/Why to Choose it

- When you have virtual teams that don't have the opportunity to see/meet each other

What it accomplishes

- Bonding
- Knowledge
- Connection
- Mysteries solved
- Humor

Why we like it

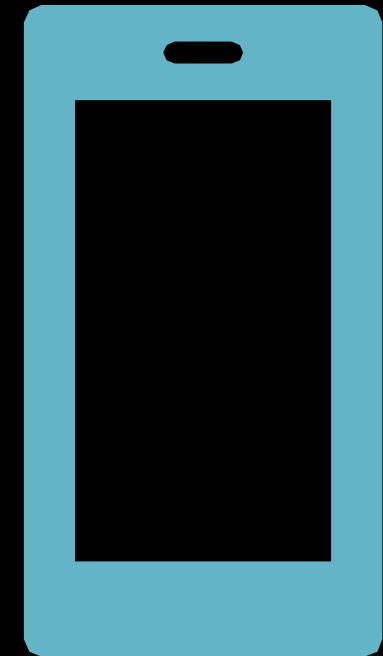
- Easy
- Very little prep
- Makes a difference

Watch out / consider

- Scan photos before sharing, make sure you received the right files
- File sizes

**ONLINE
SURVEY FUN
~ DEMO ~**

WWW.MENTI.COM



10 min



ONLINE SURVEY TOOLS

How its done

1. Go to [mentimeter.com](https://www.mentimeter.com)
2. Create an account
3. Prepare the survey ahead of time to achieve your objectives
4. Have team use their phones to complete survey live in the presentation

When/Why to Choose it

- New teams
- Virtual teams
- You'd like to display information for quantity or anonymity or just to gather lots of data quickly

What it accomplishes

- Communication
- Understanding
- Anonymity
- Diffuses emotion
- Collaboration

Why we like it

- Especially nice for virtual teams because not all have to be present physically
- The virtual members are included
- Minimizes the louder team members

Watch out / consider

- Don't underestimate the prep time
- Don't ask a question you don't want the answer to from everyone *unfiltered*
- Make sure all team members have and are willing to use their smartphones

www.mentimeter.com

5 min



FOLLOW THE LEADER

How its done

1. Everyone Stands up and pairs off
2. One member of each pair is the leader. The other is the follower.
3. The leader moves and the follower follows the movements as precisely as possible for ~30 seconds.
4. Leaders and followers switch roles and do it again
5. The participants discuss what they learned about leading and following

When/Why to Choose it

- When team members are struggling with leading and following
- At the beginning of the project

What it accomplishes

- Provokes thought about how it feels to lead and follow (especially if not the usual role)
- Provides an opportunity for followers to comment on leadership and vice versa

Why we like it

- Teaches a good lesson without scolding or embarrassing
- Always nice to stand up and move around!

Watch out / consider

- None?

**CH-CH-
CHANGES
~ DEMO ~**



10 min



CH-CH-CHANGES

How its done

1. Everyone Stands up and pairs off.
2. Partners face each other and try to remember how the other looks
3. Turn away from each other and change 5 things
4. Turn back and identify the 5 things that changed
5. Turn away and change 5 more things
6. Turn back and identify the 5 things that changed
7. One more time – turn away, change 5, turn back, identify 5.
8. As a group, discuss what you learned about change

When/Why to Choose it

- When the team is embarking on a change

What it accomplishes

- Provokes thought about change anxiety, and about how it can be overcome.

Why we like it

- Teaches a good lesson in a non-threatening way
- Always nice to stand up and move around!

Watch out / consider

- Talking about change can sometimes be sensitive.
- If someone is uncomfortable with his or her partner, its okay to switch (or prevent up front)

30 min



PUZZLE CHALLENGE

How its done

1. Get a puzzle with a few hundred pieces
2. Split the puzzle into four quadrants and put the pieces of the quadrant into a bag (1 bag per team)
3. Tell the teams that the team with the first complete puzzle wins.

When/Why to Choose it

- You want to stress the importance of collaboration and seeking out additional information

What it accomplishes

- Communication
- Humility
- Collaboration

Why we like it

- Relatively easy
- Stresses the importance of team work
- Don't miss the opportunity to relate the game to the project team

Watch out / consider

- Don't give too many clues that the teams need to work together, let them figure it out
- Don't want a puzzle that is too hard or too easy
- You will have to put the puzzle together first to divide the quadrants

15 min



PICTIONARY (use an online word generator)

How its done

1. Give the team a whiteboard or a flip chart and markers
2. Use something [like this](#) to generate words
3. Use your phone to give 90 second intervals for the teams

When/Why to Choose it

- Your team could use a little humor or competition outside of work
- Break up tension or just need a break

What it accomplishes

- Laughter!
- Communication
- Humility
- Working together

Why we like it

- It's Fun!
- Allows for camaraderie

Watch out / consider

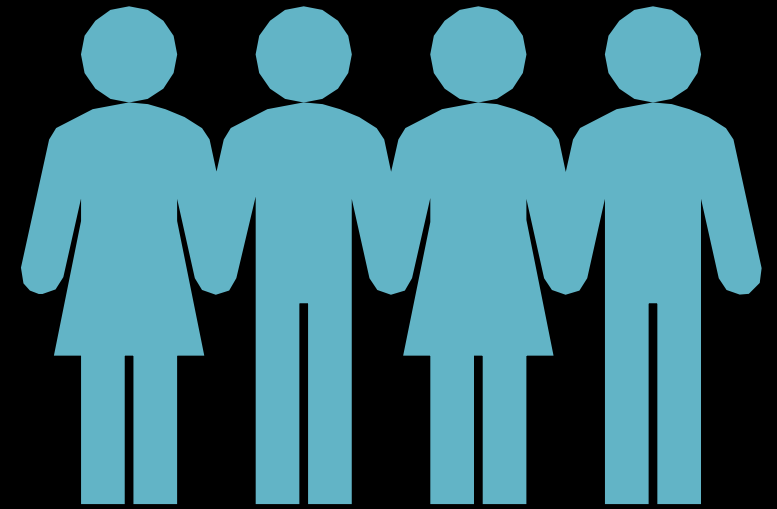
- Better for groups that are all together in the same room

<http://www.wordgenerator.net/pictionary-word-generator.php>

<https://www.thegamegal.com/word-generator/>

<https://www.randomlists.com/pictionary-words>

TEAM BUILDING IDEAS FOR ESTABLISHED TEAMS



45 min



MARSHMALLOW CHALLENGE

How its done

1. Form teams of 3-5 people
2. In eighteen minutes, teams must build the tallest free-standing structure out of 20 sticks of spaghetti, one yard of tape, one yard of string, and one marshmallow. The marshmallow needs to be on top.
3. Tallest structure wins
4. Watch the video to learn about the keys to success for Marshmallow Towers and beyond

When/Why to Choose it

- For a complicated project
- When you have an overly arrogant team

What it accomplishes

- Communication
- Humility
- Working together
- The importance of trial and error or iterative planning

Why we like it

- VERY fun
- Learning Moment
- Highlights being open minded to new options
- The videos are helpful

Watch out / consider

- Lots of “is this cheating” questions
- Super competitive teams
- Need very specific materials

<https://www.tomwujec.com/design-projects/marshmallow-challenge/>

3-4 hours



SERVICE PROJECT

How its done

1. Choose a charitable organization or cause that you can help
2. Many organizations can use a few hours of help
3. Your team will leave with a great feeling of accomplishment
4. Examples: Cook at Ronald McDonald house, or a shelter, or a paint a room at a non-profit, etc.

When/Why to Choose it

- Altruistic
- Helping others is a much more powerful bonding event

What it accomplishes

- Communication
- Humility
- Working together

Why we like it

- Heartfelt
- Incredibly effective
- Let's people show their best
- Let's people get out of their normal roles...we are all just people

Watch out / consider

- Time away from work might need approvals
- Need to consider the time / effort to plan with the organization benefited by the project.

2 hours



PROGRESSIVE MEAL

How its done

1. At your next team dinner have all participants switch tables/places after each course
2. OR plan a potluck for just your team and have each person share a family favorite for the meal.

When/Why to Choose it

- When celebrating a success!
- Traveling meetings
- When you think you know everyone already

What it accomplishes

- Communication
- Humility
- Commonality

Why we like it

- VERY fun
- Learning Moment
- Puts a twist on an ordinary work dinner
- Allows you to connect to a lot more people

Watch out / consider

- Service staff at the restaurant may want to be informed of this.
- Be willing to accommodate the moving logistics

30 min



CHALLENGES ACCOMPLISHED

How its done

1. Each person shares a short story about something they overcame as a child (fear of heights or public speaking or a sport or teacher etc.)

When/Why to Choose it

- You want your teams to focus on accomplishments or overcoming hurdles
- You want your team to bond on things outside of work

What it accomplishes

- Understanding
- Humility
- Working together
- Familiarity

Why we like it

- Very little prep
- People bond quickly with this type of ice breaker

Watch out / consider

- Might get personal or sensitive quick depending on team and the individuals hurdles they are willing to share

**YOUR
IDEAS?**



TAKE HOME MESSAGES . . .

- Great teams take work, and they are worth it
- Be intentional about when, how, and why to conduct team building activities
- Have fun with your teams
- Keep sharing ideas
- People are behind ALL processes. You can't improve processes or projects without involving the people



