



DEVELOPING INNOVATIVE THINKING AND TEAMWORK IN THE WORKPLACE TRAINING



MTBM Group Sdn. Bhd. (1600656-M)

Level 8, MCT Tower, Sky Park, One City, Jalan USJ 25/1, 47650 Subang Jaya, Selangor

Course Title: Developing Innovative Thinking and Teamwork in the Workplace Training

Course Validity: 2 Days

Validity: Not Applicable

HRD Corp Scheme: Claimable

INTRODUCTION

This training provides participants with practical techniques to strengthen innovative thinking and enhance teamwork effectiveness in the workplace. It helps participants generate creative ideas, collaborate more efficiently and apply innovative approaches to daily tasks and challenges. Through interactive activities, group discussions and workplace-focused exercises, participants will develop the mindset, confidence and skills needed to work as a cohesive team, improve communication and contribute to a culture of continuous improvement.

OBJECTIVE(S):

- Strengthen innovative thinking skills in the workplace.
- Improve teamwork, collaboration and communication.
- Generate creative ideas using structured innovation tools.
- Build problem-solving confidence within teams.
- Understand different team roles and dynamics.
- Apply innovative thinking to workplace challenges.
- Encourage team synergy and stronger working relationships.
- Support a culture of continuous improvement and innovation.

TARGET GROUP(S):

- All employees
- Supervisors and team leaders
- Managers and executives
- Project teams and improvement groups
- Administrative and operational personnel
- Anyone involved in team-based work or innovation initiatives

ENTRY REQUIREMENT(S):

- Able to read, write and communicate verbally in Malay/English

TOPIC(S):

1. Introduction to Innovative Thinking and Teamwork
2. Understanding Team Dynamics and Behavioural Roles
3. Creative Thinking Tools for Workplace Innovation
4. Communication Skills for Effective Collaboration
5. Problem Solving Using Innovation Techniques
6. Strengthening Team Synergy and Cooperation
7. Managing Differences and Building Trust
8. Applying Innovation and Teamwork Techniques to Real Cases

LIST OF REFERENCE BOOK(S):

- Innovation and creativity references
- Teamwork and collaboration guides
- Organisational development and improvement materials

LIST OF TEACHING AID(S):

- LCD projector
- Computer
- Whiteboard with accessories
- Flip chart with accessories
- Innovation tools and teamwork worksheets

METHODOLOGY(S):

- Lecture
- Group discussions
- Case studies
- Hands-on activities
- Team-based workshops

TRAINING SCHEDULE

Day 1

Time	Activity / Topic
8:30 am – 9:00 am	Registration and Introduction
9:00 am – 10:15 am	Topic 1: Innovative Thinking and Teamwork Concepts
10:15 am – 10:30 am	Morning Tea Break
10:30 am – 12:30 pm	Topic 2: Team Dynamics and Behavioural Roles
12:30 pm – 1:30 pm	Lunch Break
1:30 pm – 3:30 pm	Topic 3: Creative Thinking Tools for Innovation
3:30 pm – 3:45 pm	Afternoon Tea Break
3:45 pm – 5:00 pm	Topic 4: Communication Skills for Effective Collaboration

TRAINING SCHEDULE

Day 2

Time	Activity / Topic
8:30 am – 9:00 am	Recap of Day 1
9:00 am – 10:15 am	Topic 5: Problem Solving Using Innovation Techniques
10:15 am – 10:30 am	Morning Tea Break
10:30 am – 12:30 pm	Topic 6: Strengthening Team Synergy and Cooperation
12:30 pm – 1:30 pm	Lunch Break
1:30 pm – 3:30 pm	Topic 7: Managing Differences and Building Trust
3:30 pm – 3:45 pm	Afternoon Tea Break
3:45 pm – 5:00 pm	Topic 8: Innovation and Teamwork Application Workshop