



The Inspired Project Teams Coaching Guide:

*Performance-Based Challenges to Help
Build High-Performing Teams*

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Compiled from the Inspired Project Teams Blog

Inspired Project Teams

Enduring Wisdom & Guided Challenges to Help Project Teams Achieve Their Best

www.inspiredprojectteams.com

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The Inspired Project Teams Coaching Guide

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Introduction

This document is **designed to support project managers and project team leaders who want to use *The Inspired Project Teams Podcast Collection* (Version 1, March 2010)** with their project teams. This Podcast Collection consists of 30 audio files in MP3 format that may be used on any standard MP3 player. *(Please see the complete list, including file names and running times, at the end of this eBook.)* If you don't have access to these 30 audio files, this document won't be particularly useful! Please contact me (Michael Greer) at greers_pm@yahoo.com if you need help obtaining or accessing the files.

The Inspired Project Teams Challenges

Each of the podcasts in the *Inspired Project Teams Podcast Collection* includes a set of *Challenges* that can help you to put the ideas in the podcast to work with your project team. Specifically, each podcast includes:

- **Reflections** for you to think about... as project manager or project leader.
- **Team Challenges** – Questions and suggestions to challenge your teams to stretch and grow.
- **Project Manager Challenges** – Specific actions you can take as project manager or team leader.
- **Learn More...** – Books and audio references (with links) that can help you learn more about the topic of each particular set of Challenges.

This document is made up of thumbnail descriptions of each podcast, followed by Challenges that match that podcast.

How to Use These Challenges

These Challenges can help you inspire and motivate your project team. They can also help you reduce some of the contentious, unpleasant, or inappropriate stuff that sometimes plagues project teams.

Yes, the podcast topics are a bit philosophical. But the specific performance-based Challenges are designed to help you immediately translate these more philosophical topics to specific actions with your project team.

Here's **how to use the Challenges**.

1. **Choose a podcast** (audio) that appeals to you and **listen to it**.
2. **Review the Challenges** that match that podcast.
3. **Take action** with your team... **put the ideas in the podcast and the Challenges to work** for your project team by answering the questions, discussing key points with your team, and taking specific, positive action to make things better on your projects!
4. [optional] If it makes sense, **share the podcast with some of your team members, then work on the Challenges together as a group**. This can help you team achieve positive changes that are shared by the entire team.

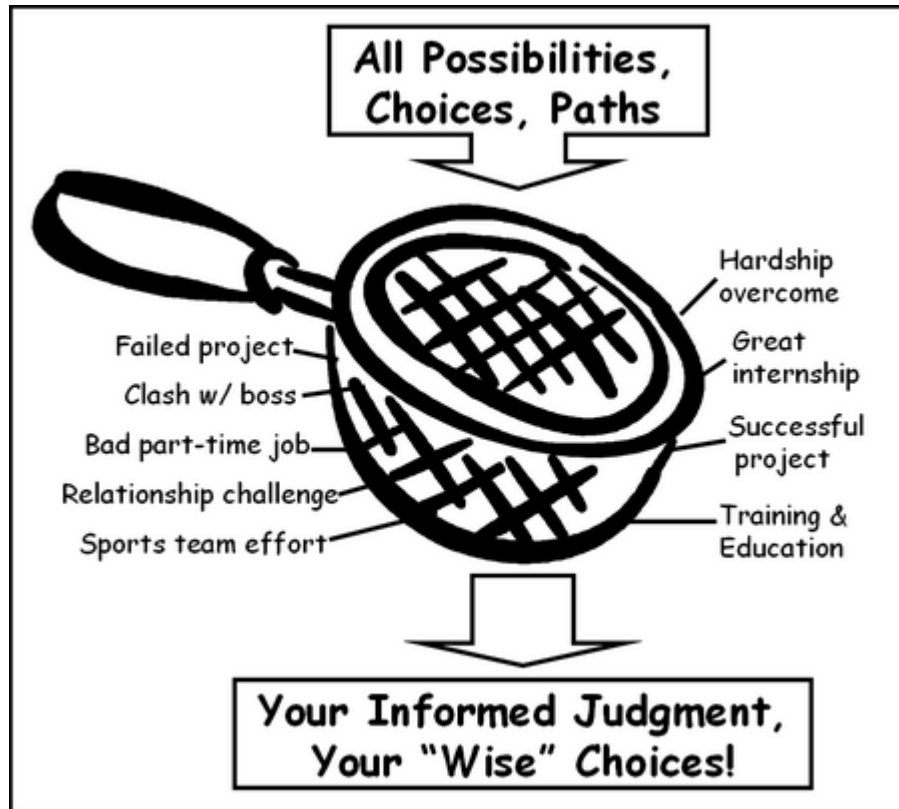
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Trust Your Judgment

(File name: *ipt-trust-your-judgment.mp3* – Time: 14:45

Listen to the audio, then consider the Challenges below.)

Many great teachers and philosophers say that to achieve anything great you must trust that voice which lies deep within you. The audio examines why this voice is trustworthy and how to trust it.



Above: Your Inner Wisdom Filter: Why You Can Trust Your Judgment!

Reflections

Reflect on these questions:

- What are some of the complex things you do without thinking? (Consider sports, brain games, coaching, sifting & sorting through things, inspecting, quality assurance)
- If you had to do so, would you be able to dissect one of these complex abilities and show each skill and bit of knowledge and experience which makes you able to do this thing so well?
- When have you been under pressure to produce a fast decision on a complex issue? How did you fare? Was it a good decision? If you had to, could you defend it based on your experiences, skills, and training?
- What are some areas of your job or career where you might be over thinking things? Could you begin to relax and trust your judgment in these areas?

Team Challenges

Ask your team:

- Think about the projects you have worked on. When was the last time you had a really powerful experience of "I told you so!"
- Could this "I told you so..." event have been avoided if you had "spoken up," honoring that inner voice that knew better?
- Look back on your accumulated experiences and expertise. These are the sources of your judgment. How might we, as a project team, better leverage your judgment on our projects?
- What do you need from senior managers or project managers that would enable you to more confidently "trust yourself?"

Project Manager Challenges

- Take a few minutes to review each of your team members' resumes, job histories, and project track records. Look for signs of untapped wisdom.
- What parts of our projects are in need of some of the wisdom and judgment that our people may already have, but aren't using?
- Thinking about each team member and his or her experiences and expertise, ask yourself these questions:
 - Are we really using this person's judgment to the fullest extent?
 - Do we create a safe environment in which this person can apply their judgment?
 - Do I need to try to prove to this person that they can trust their judgment by pointing out their long history of successes and good decisions?
 - What can I do to help this person develop the confidence to more fully trust his or her judgment?
 - What obstacles can I remove that are impeding them from exercising their judgment or are making them overly cautious?

Learn More...

- Go to **PhilosophersNotes** (<http://www.philosophersnotes.com/>) and download the full notes and MP3 versions of the following books:
 - *The Selected Writings of Ralph Waldo Emerson*
 - *Overachievement* by John Eliot
 - *Psycho-Cybernetics: A New Technique for Using Your Subconscious Power* by Maxwell Maltz
 - *The Power of Intention* by Dr. Wayne Dyer
- Get the *Essential Emerson CD*, narrated by Archibald Macleish, from LearnOutLoud.com. (<http://www.learnoutloud.com/Product/E028499/81719>)
- Get Wayne Dyer's 4 1/2 hr. abridged narration of *The Power of Intention* from LearnOutLoud.com. (<http://www.learnoutloud.com/Product/3731/81719>)
- For related **books** and **Kindle downloads** from **Amazon.com**, go to the *Inspired Project Teams blog post "Trust Your Judgment"* and **scroll to the end of the blog post**. Direct links to related Amazon products are posted there: <http://www.inspiredprojectteams.com/?p=691>

The Inspired Project Teams Podcast Collection

(Version 1, March 2010)



Below is a **list of all titles in *The Inspired Project Teams Podcast Collection***, as compiled in March, 2010. The Challenges outlined in the pages above are designed to be used with the podcasts named below. (If you need help locating these files, please email greers_pm@yahoo.com)

Each listing includes:

- **File name:** The specific name of the MP3-format audio file.
 - **Time:** The running time (minutes: seconds) of the audio file.
-

Become a Project Management Minimalist

- *File name:* ipt-become-a-project-management-minimalist.mp3
- *Time:* 37:05

10 Specific Actions That Can Help You Become Happier

- *File name:* ipt-10-actions-for-happiness.mp3
- *Time:* 25:10

Consciously Choose Your Attitude

- *File name:* ipt-choose-your-attitude.mp3
- *Time:* 17:10

Tend Your Gardens of Thought

- *File name:* ipt-tend-gardens-thought.mp3
- *Time:* 7:35

Just Say No

- *File name:* ipt-just-say-no.mp3
- *Time:* 9:45

Be the Change You Want to See

- *File name:* ipt-be-the-change.mp3
- *Time:* 11:25

Take the Risk

- *File name:* ipt-take-the-risk.mp3
- *Time:* 16:50

Practice Mindfulness

- *File name:* ipt-practice-mindfulness.mp3
- *Time:* 22:10

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Accept What Is

- *File name:* ipt-accept-what-is.mp3
- *Time:* 16:45

Just Do It!

- *File name:* ipt-just-do-it.mp3
- *Time:* 15:47

Trust Your Judgment

- *File name:* ipt-trust-your-judgment.mp3
- *Time:* 14:45

Act As If

- *File name:* ipt-act-as-if.mp3
- *Time:* 12:45

Do What You Fear & Grow Stronger

- *File name:* ipt-do-what-you-fear.mp3
- *Time:* 12:25

Encourage Right Brain Thinking

- *File name:* ipt-encourage-right-brain.mp3
- *Time:* 16:30

Shift from Drama to Empowerment

- *File name:* ipt-shift-drama-to-empowerment.mp3
- *Time:* 12:55

Spend More Time in Quadrant 2

- *File name:* ipt-spend-time-quadrant-2.mp3
- *Time:* 9:55

Learn to Be Optimistic... Learn to Succeed

- *File name:* ipt-learn-to-be-optimistic.mp3
- *Time:* 9:35

Change Your Mind

- *File name:* ipt-change-your-mind.mp3
- *Time:* 6:43

Celebrate the Chaos Within

- *File name:* ipt-celebrate-chaos.mp3
- *Time:* 5:41

Let Go of Perfectionism

- *File name:* ipt-let-go-perfectionism.mp3
- *Time:* 7:49

Embrace the Work Itself

- *File name:* ipt-embrace-the-work.mp3
- *Time:* 4:08

Train Yourself to be Happier

- *File name:* ipt-train-self-happy.mp3
- *Time:* 8:40

Listen, Understand, Collaborate

- *File name:* ipt-listen-understand.mp3
- *Time:* 6:19

Get Excited... and Let It Show!

- *File name:* ipt-get-excited.mp3
- *Time:* 4:05

Take Charge... Stop Playing the Victim

- *File name:* ipt-take-charge.mp3
- *Time:* 8:16

Make Time for Recreation

- *File name:* ipt-make-time-recreation.mp3
- *Time:* 7:49

Get High on Kindness

- *File name:* ipt-high-on-kindness.mp3
- *Time:* 5:14

Think Small

- *File name:* ipt-think-small.mp3
- *Time:* 5:55

Today... Be Here, Now

- *File name:* ipt-here-now.mp3
- *Time:* 5:10

Find a Project Mantra

- *File name:* ipt-mantra.mp3
 - *Time:* 5:07
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