

## TEAM PERFORMANCE WORKSHOP SCHEDULE

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### **WORKSHOP SCHEDULE**

#### **First Day**

8:45 A.M.	-	Registration/sign-in
9:00 A.M.	-	Workshop begins
5:00 P.M.	-	Workshop ends

#### **Second Day**

9:00 A.M.	-	Workshop begins
4:30 P.M.	-	Workshop ends

*The workshop trainer(s) will schedule lunch and breaks.*

#### **Guidelines for Airport Departure**

We assume that you will be able to stay for the duration of the workshop. Please note that leaving early will prevent you from gaining the full value of (and satisfaction with) the workshop. It can also be disruptive to the workshop leader and other participants.

For flights from San Francisco (SFO): Departure no earlier than 2.5 hours after the workshop closes (4:30 P.M. close = 7:30 P.M. or later flight)

For flights from Oakland (OAK): Departure no earlier than 3 hours after the workshop closes (4:30 P.M. close = 8:00 P.M. or later flight)

#### **Each participant will receive the following materials:**

- Manual: *Team Leader Guide*
- Manual: *Team Performance Indicator Application Handbook*
- 11x17 *Graphic Gameplan Graphic Guide®* and *Leader's Guide*
- *Strategic Visioning Agenda Planning Kit*
- Team Performance wallet card
- Additional items and handouts based on agenda design
- Black Grove Bag