

TEAM BUILDING AND LEADERSHIP



Prof. MURAD ALI
Dr. SYED SHAHID MAZHAR
Dr. FARHINA SARDAR KHAN
Dr. UROOJ SHAKEEL



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Authors

Prof. MURAD ALI

Dr. SYED SHAHID MAZHAR

Dr. FARHINA SARDAR KHAN

Dr. UROOJ SHAKEEL

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PREFACE

In today's dynamic and competitive business environment, the ability to build effective teams and demonstrate strong leadership has become essential for organizational success. This book on Team Building and Leadership is designed to provide a comprehensive understanding of how teams function, how leadership influences performance, and how both can be developed to achieve excellence. It aims to bridge the gap between theoretical concepts and practical applications, enabling learners to apply knowledge in real-world organizational settings.

This book is primarily intended for students of M.Com, B.Com, BBA, and MBA, who require a clear and structured understanding of team management and leadership principles as part of their academic curriculum. It covers key areas such as team dynamics, team development, leadership theories, motivation, conflict management, global leadership, and emerging trends. Each unit has been carefully organized to present concepts in a simple, logical, and student-friendly manner, making it suitable for both beginners and advanced learners.

In addition to students, this book will also be highly useful for faculty members, trainers, and professionals who are engaged in teaching or practicing management concepts. The content is designed to support classroom teaching, discussions, assignments, and examinations. Emphasis has been placed on clarity, relevance, and contemporary perspectives to ensure that the material aligns with current academic and industry requirements.

Special attention has been given to include modern topics such as virtual teams, multicultural teams, leadership effectiveness, ethical leadership, and recent trends in leadership. These areas reflect the changing nature of organizations in

the digital and global era. By incorporating these topics, the book prepares students to face real-world challenges and equips them with the skills needed to succeed in their professional careers.

The authors have made sincere efforts to present the subject in a comprehensive yet concise manner, using simple language and practical examples. However, suggestions for improvement are always welcome. It is hoped that this book will serve as a valuable resource for students and faculty alike, contributing to the development of competent, ethical, and effective future leaders.

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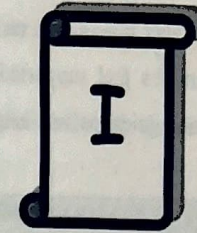
Special attention has been given to include modern and relevant content.

Feedback from students and faculty is highly appreciated.

CONTENTS

UNIT	CHAPTER	P.No
I	1.1 Introduction to Team	1
	1.2 Team Dynamics	2
	1.3 Team Formation	14
	1.4 Stages of Team Development	18
	1.5 Enhancing Teamwork Within a Group	23
	1.6 Team Coaching	26
	1.7 Virtual Teams	30
	1.8 Self Directed Work Teams (SDWTS)	33
	1.9 Multicultural Teams	40
	Question	43
II	2.1 Team-Based Organisations	45
	2.2 Leadership Roles in Team-Based Organisations	52
	2.3 Offsite Training and Team Development	57
	2.4 Experiential Learning	58
	2.5 Coaching and Mentoring in Team Building	62
	2.6 Building High Performance Teams	64
	2.7 Building Credibility and Trust	67
	2.8 Skills for Developing Others	71
	2.9 Team Building at the Top	77
	2.10 Leadership in Teamwork Effectiveness	79
III	Question	84
	3.1 Introduction to Leadership	85
	3.2 Leadership Myths	89
	3.3 Characteristics of Leader	92
	3.4 Follower and Situation of Leader	98
	3.5 Leadership Attributes	98

	3.6 Personality Traits and Leadership	102
	3.7 Intelligence Types and Leadership	108
	3.8 Power and Leadership	113
	3.9 Delegation and Empowerment	117
	Question	124
IV	4.1 Leadership in Organisations	125
	4.2 Leadership Styles	128
	4.3 LMX Theory	134
	4.4 Leadership Theory	142
	4.5 Normative Decision Model	145
	4.6 Situational Leadership Model	152
	4.7 Contingency Model and Path Goal Theory	155
	4.8 Transactional and Transformational Leadership	158
	4.9 Charismatic Leadership	162
	4.10 Role of Ethics and Values in Organisational Leadership	165
V	Question	170
	5.1 Leadership Behaviour	171
	5.2 Assessment of Leadership Behaviors	178
	5.3 Destructive Leadership	184
	5.4 Motivation and Leadership	187
	5.5 Managerial Incompetence and Derailment Conflict Management	191
	5.6 Derailment Conflict Management	193
	5.7 Culture and Leadership	199
	5.8 Global Leadership	203
	5.9 Recent Trends in Leadership	206
	Question	208



INTRODUCTION TO MANAGING TEAMS

UNIT 1

Introduction to Team - Team Dynamics - Team Formation – Stages of Team Development - Enhancing teamwork within a group - Team Coaching - Team Decision Making - Virtual Teams – Self Directed Work Teams (SDWTs) - Multicultural Teams.

1.1 INTRODUCTION TO TEAM

Team management refers to actions, strategies, or methods that bring a group of people together to work effectively as a team and achieve a common goal. Many tasks require multiple people, so teams are an essential building block to productivity. Companies rely on teams and effective team management to maintain their operations.

Pitfalls like ineffective communication or a team member's lack of effort can derail a team's progress. Team management helps incorporate checkpoints for teams to start successfully. It also helps maintain a good working relationship and momentum until the goal is met. Team Management is the process of guiding, supporting, and coordinating a group of people so they can work together effectively towards shared goals. It involves planning work, allocating responsibilities, motivating team members, resolving conflicts, and tracking progress over time.



Prof. MURAD ALI



Dr. SYED SHAHID MAZHAR



Dr. FARHINA SARDAR KHAN



Dr. UROOJ SHAKEEL

Details of Author

Prof. Murad Ali (Ph.D., MBA, UGC NET) is a Professor in Business Management at Veer Bahadur Singh Purvanchal University, Jaunpur, India. He has served as the Dean of the Faculty of Management Studies and Department Head at the university. He is an alumnus of the Mahatma Gandhi University, Kerala. With twenty-seven years of teaching experience, he has contributed to corporate practice, postgraduate teaching, and administration in India and abroad. He has published over thirty-five research papers in national and international journals and completed projects funded by the University Grants Commission (UGC) and the Ministry of Higher Education, Saudi Arabia. He serves on the editorial boards of scholarly journals, including the Amity Journal of Marketing, Commerce and Business Studies. Prof. Ali won the Best Teacher Award in 2012 at King Abdulaziz University and the Dewang Mehta Award in 2019. The Uttar Pradesh Government honoured him for developing the BBA curriculum aligned with NEP 2020 and implementing it across state universities. He has trained entrepreneurs, teachers, and management professionals in India and abroad under government agencies, including the M/o MSME, UGC, and Ministry of Higher Education. Prof. Ali has taught in globally recognised programs accredited by AACSB, AMBA, and EPAS-EFMD, including Executive MBA programs at King Abdulaziz University, Jeddah. His research interests span Entrepreneurship, Total Quality Management, Marketing, and Business Communication, with focus on minimalism and sustainable development.

Dr. Syed Shahid Mazhar (UGC-NET, M. Com, MBA, Ph.D) is a Professor in Business Management, Former Head, Integral Business School, Integral University, Lucknow. He is an alumnus of the University of Allahabad, Prayagraj. He has over twenty-one years of teaching experience in commerce and management and has held several administrative positions at the university. Prof. Shahid has 51 publications, including 16 Scopus-indexed publications, 28 conference papers/proceedings, nine books, 15 book chapters, 17 PhD thesis supervisions, more than 60 master's thesis guidance, and six patents, and has been recognised with numerous research awards, including best researcher, best research presentation, and best Indian research award. He has served as a thesis evaluator and examiner for many universities. He has delivered guest lectures at prominent universities and institutes, such as the UGC-Malaviya Mission Teacher Training Centre (MMTTC), AMU, Khwaja Moinuddin Chisti University, Lucknow, and Amity University, Lucknow. He was awarded the Excellence Award 2021 for his outstanding research work. Prof. Shahid is a Managing Editor of IRJM, a journal at Integral University, and a reviewer to many Scopus-indexed journals. He has successfully conducted and attended several conferences, workshops, FDPs, and STCs. Dr. Shahid is guiding research scholars in the areas of international trade, MSMEs, microfinance, venture capital, Indian capital markets, and Islamic banking. His teaching experience extends to financial and management accounting, cost and management accounting, financial management, and research methods in business.

Dr. Farhina Sardar Khan (M. Com, Ph.D. UGC NET) is an Associate Professor in the Department of Commerce, Integral University, Lucknow. She is an alumnus of the University of Allahabad, Prayagraj. She has over seventeen years of teaching and research experience in commerce and management. Her research area is Banking and Finance, HRM, and her subject expertise is in Financial Management, Financial Accounting, Management Accounting, and Auditing. Dr. Farhina has published more than fifty-five research papers in Scopus, Web of Science, ABDC, and UGC CARE journals. She has authored nine books and ten edited chapters. She has five patents and a project grant from Integral University. She has supervised scholars in research areas on topics, viz. Psychological Contract, Bank Service Quality, Higher Education Institution motivational factors, Emotional Intelligence, Financial Inclusion, Fintech, Digital Payment Gateways, GST, Green Finance, and environmental taxation. Dr. Khan has delivered guest lectures in many universities and served as a thesis evaluator and examiner. She has received nine research awards for her research work and an education excellence award. She is a reviewer of Scopus-indexed journals and an editorial board member of journals. She has presented papers at international/national conferences and attended workshops, FDPs, and STCs in her area. She is actively involved in organising activities with NGOs and has conducted many more workshops, FDPs, seminars, and webinars in her department.

Dr. Urooj Shakeel is an accomplished academic and a versatile professional with a Ph.D. She is an Assistant Professor in the Department of Commerce and Management at HLM Group of Institutions, Ghaziabad. Her academic contributions are evident through her research publications in esteemed journals and her active participation in seminars, conferences, workshops, Faculty Development Programs (FDPs), and Short-Term Courses (STCs). Her previous teaching roles include positions at several renowned schools, most notably CMS, Lucknow, where she instructed senior school students in commerce subjects. Since 2016, Dr. Urooj has broadened her professional scope by managing Zonira Exports Pvt. Ltd., an export enterprise. Additionally, she advances her philanthropic aspirations through the Civic Foundation, a non-governmental organisation committed to community welfare, and oversees the operations of Snuggles Play School in Kaushambi, Ghaziabad.