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Manage One's Team Efficiently

While different people have different styles of managing, too much micro-management can do more harm than good. **Shreya Roy** speaks to experts to understand how best to draw the fine line between managing one's team, and over-managing it.

1 Hire the Right People

It is important to analyse your needs and hire those who meet them instead of hiring people and then figuring where to accommodate them. Creating the team you require will eliminate the need to micro-manage. "A good team is formed when you recognise each individual's contribution and allow each one to contribute ideas," says Murali Padmanabhan, senior director & global head of learning & leadership development, Virtusa Corp.



2 Assign Workloads & Delegate

The problems start when a manager does not set the expectations right with his team. It is important that both the manager and his team have a qualitative session wherein they discuss goals, approach, workload and the challenges. Let everyone know exactly what they are accountable for. "This will also help them take decisions on their own, motivate them to work and thereby increase the productivity," adds Padmanabhan.

3 Embrace Uncertainty

Managers tend to get overly involved in times when things are not going as per the plan. Understand that there is always a chance that things will be out of yours and your team's control. "Rigid processes are often responsible for high-order micromanaging. Be prepared for new developments; adopt a positive approach for handling uncertainties," says Satya D Sinha, chief executive officer, Mancer Consulting.

4 Trust Your Team to Deliver

"Be available to guide, support and help them when required. A manager should have the confidence in his or her team to perform well," says Ronesh Puri, MD, Executive Access.

5 Value Your Own Time

A basic management principle is that responsibility without authority fails to create desired impact. Share your experiences but encourage them to take their own decisions. It's critical to guide the team, but eventually they should be able to take decisions independently without any preconceived notions.

