

# THE **BOSS** HAT *Programme*

## WEARING YOUR HAT – PART 2

### Lesson 4 – Habit #8 Share and Collaborate

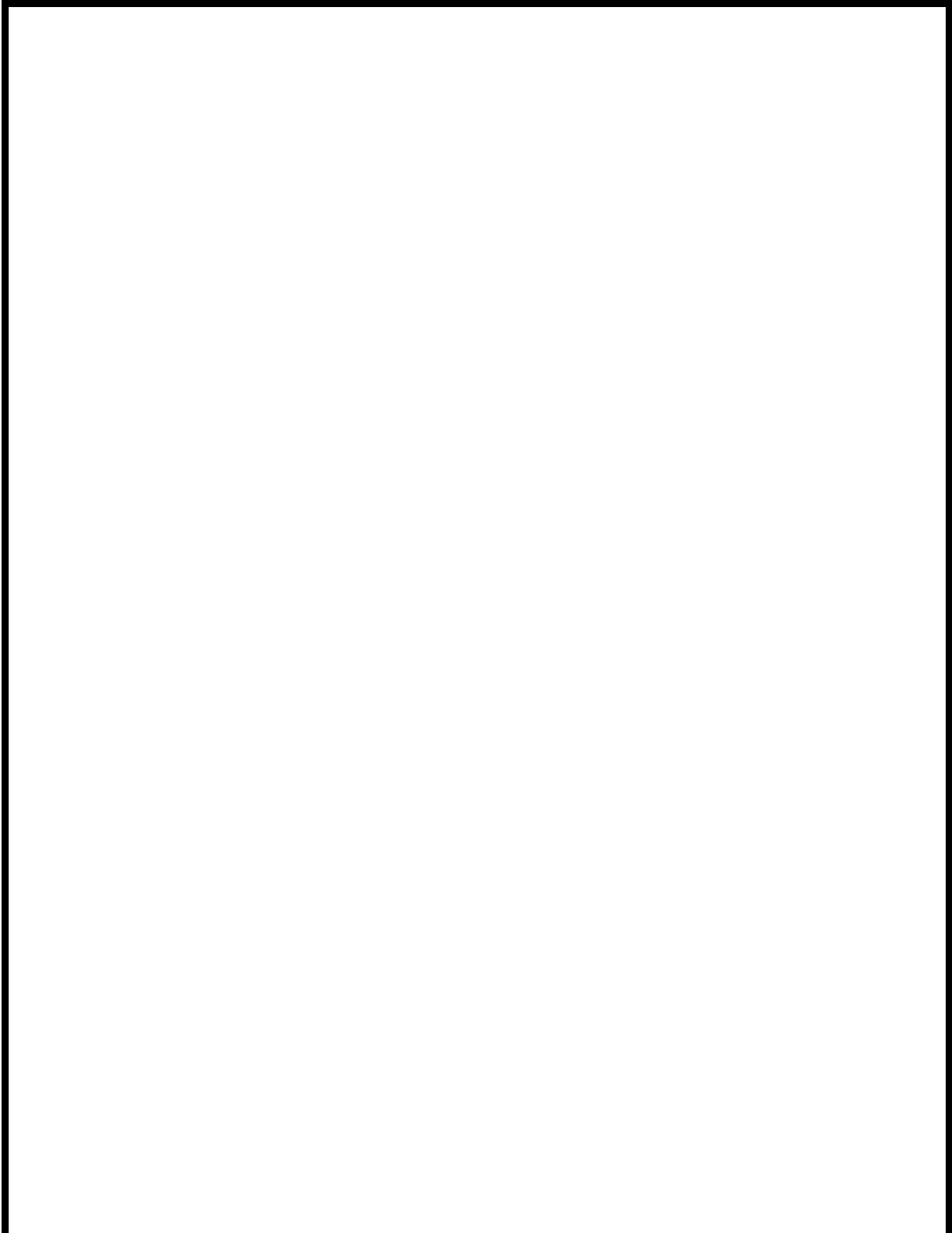
Write a list of all the topics you could share with your team. For example – key dates and events; project updates; sales figures; new customers, etc

Ask your team what information they would like from you

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Have a look at the departments that you have a direct impact on.

- Is there any best practice that you could share?
- Is there any way you could improve the way you work together?

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NOTES:

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