

Office Party Games for Work Teams

Choose a short, self-run party game that does not rely on alcohol, personal disclosures, or a particular holiday tradition.

Host guide / Letter / 3–30 adults; use tables or small teams for larger parties / 10–30 minutes per game; choose one or two

Read the guide privately first if this activity has hidden answers. Print single-sided at Actual size / 100%. Cut only sheets marked CARDS. Keep answer keys with the host.

What you need

- Paper, pens or markers, sticky notes, and small tokens for selected games.
- Optional pre-cut colored paper strips, printed puzzle cards, and a timer.
- No alcohol, purchased prizes, gifts, or special venue equipment required.

How to run it

1. Choose one or two games that fit the room, schedule, and access needs. Review the materials and rules before the event, and remove any activity that does not suit the group.
2. Explain the time, how to play, and the pass option before participants choose a team. Do not require a gift, drink, performance, public speech, or personal story.
3. Use seasonal names or imagery only when they suit the group; the games also work with neutral year-end or celebration themes. Offer a non-holiday version on the same sheet.
4. Keep scoring optional and team-based. Do not ask managers to rate employees, and do not attach a prize to a person's answer or participation.
5. Give a clear time warning, close the activity, and return the room to the event plan. Thank participants whether they joined, observed, or passed.

Choose a game for a mixed work group

A work party can include people with different traditions, schedules, budgets, mobility, and comfort with public participation. Pick games that need little setup and can be joined without explaining why someone would rather pass. The options below avoid alcohol, required gifts, physical contact, and personal questions.

If the group is celebrating Christmas, a seasonal variation can use winter shapes or decorations. If the gathering is broader, call it a year-end or office celebration and use neutral wording. No one should have to explain a holiday choice.

Keep the rules and expectations clear

Tell participants how long the game will last, whether they need to move, what materials they will use, and whether answers will be shared. Keep photos, performance scores, and personal information out of the activity. A person can join a team as a writer, timer, observer, or host.

For a larger party, use table-sized teams and one host per table if available. Avoid a long room-wide turn order. If the room is noisy, use written answers or a visible prompt card instead of calling out.

A simple party run sheet

Before people arrive: place the optional materials and print a large-type copy of the chosen game. At the start: give a 30-second invitation and name the pass option. Play one 10–15 minute game. Offer a break or food before another activity. Close with a thank-you and no required report-out.

If the party includes a meal, speeches, or other planned segments, use only one game at a time and let the host protect the agenda. Do not promise that a game will make everyone feel included; ask for feedback separately and privately if needed.

Printable host script

“We have an optional short game. You can play, observe, help with materials, or pass. No drink, gift, personal story, or public performance is required. We will keep the score with the group, if we use one, and stop at the stated time.”

For a mixed holiday group add: “We can use the neutral version of the prompt. You do not need to celebrate any particular holiday to join.”

Use the eight complete games

The set includes a word shuffle, a logic puzzle, paper crafts, a room-detail game, a cooperative planning choice, and a music-title activity. Choose the format that fits the group; the cards are not a required sequence.

Games use ordinary materials and can be shortened. If a rule creates pressure or a participant is uncomfortable, stop, switch to a quieter activity, or end the game.

CARDS / Office Party Games for Work Teams

<p>WG07-001 / Office party game</p> <p>Winter word shuffle</p>	<p>WG07-002 / Office party game</p> <p>Paper-chain pattern</p>
<p>WG07-003 / Office party game</p> <p>Four-icon order puzzle</p>	<p>WG07-004 / Office party game</p> <p>Room-detail bingo</p>
<p>WG07-005 / Office party game</p> <p>Caption a fictional scene</p>	<p>WG07-006 / Office party game</p> <p>Twelve-token celebration plan</p>

CARDS / Office Party Games for Work Teams

<p>WG07-007 / Office party game</p> <p>Shared paper mosaic</p>	<p>WG07-008 / Office party game</p> <p>Title-only soundtrack</p>
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Host answer key

Keep this section separate from player cards. Accept equivalent wording where the meaning matches.

01. Group: 2–8 per table. Materials: printed slips or a visible list. Time: 8 minutes. Unscramble these eight words together: WNITRE, NATELRN, FSLKEA, NOBRIB, ALCDNE, TERGIENG, AELCNADR, RAHGTEING. Let the table write or call answers; stop after eight minutes and reveal the key.

Answer key: winter, lantern, flakes, ribbon, candle, greeting, calendar, gathering. Use neutral everyday words if a winter theme does not fit.

02. Group: 3–6. Materials: 12 pre-cut colored paper strips and 12 short pieces of removable tape. Time: 12 minutes. The team chooses a repeating color or shape pattern and links the strips into one paper chain. Before taping each loop, one participant may suggest a change. Stop at 12 minutes or when the group is done.

Use pre-cut pieces so nobody needs scissors. A person can describe a pattern instead of handling paper; do not compare chain length.

03. Group: 3–6. Materials: four cards marked snowflake, bell, lantern, and star. Time: 8 minutes. Arrange the four icons in one row using these clues: the bell is not at either end; the star is immediately after the lantern; the snowflake is somewhere to the left of the bell. The table agrees on an order, then checks the key.

Solution: snowflake, bell, lantern, star. There is one order satisfying all three clues. No speed score is needed.

04. Group: tables of 3–8. Materials: one 3×3 grid per person. Time: 10 minutes. Use these squares: paper decoration, shared sign, plant, round object, warm color, star shape, reusable item, clock, and visible seating option. Participants mark only features they can see from their seats; they do not search people’s clothing or belongings. A table can celebrate a full row without naming individuals.

For a broader celebration, replace winter imagery with neutral shapes and colors. Movement and photographing the room are not required.

05. Group: 3–6. Materials: paper and pen. Time: 10 minutes. Read: “A paper lantern, a closed book, and a bowl of oranges sit on a table as rain taps the window.” Each table writes one short playful caption and one straightforward caption. If it wants, it can read one aloud. No one has to perform or vote for a winner.

The scene is fictional. Avoid turning the caption into commentary about a coworker or the actual office.

06. Group: 3–6. Materials: 12 tokens and four labels: food, quiet break, shared activity, and decorations. Time: 12 minutes. The table distributes the tokens across a fictional office celebration. Each person may suggest one token move; the team can revise once, then state one reason for the final split.

This is a game scenario, not a real budget survey. Do not collect or reuse the allocation as employee preference data.

07. Group: 4–10. Materials: one large sheet and small paper squares. Time: 15 minutes. Each volunteer decorates one square with a simple geometric pattern or neutral seasonal shape. Arrange the squares into a single mosaic on the large sheet. People may describe a design while someone else draws, or leave their square blank.

Do not add names or personal messages unless participants request it. Sharing or displaying the mosaic is optional.

08. Group: 3–8. Materials: prompt cards and paper optional. Time: 10 minutes. Read one fictional scene: “The last chair is folded after a long celebration,” “A quiet break begins,” or “The room fills with paper decorations.” Each table suggests a song title that could fit; no music or lyrics are played or quoted. Passes are fine.

Use only titles and do not require anyone to sing. A person can choose an instrumental or imaginary title instead.

Hosting questions

Do these games require alcohol or gifts?

No. The activities need no alcohol, purchased gifts, or prizes. Anyone can join, observe, or pass.

Are these only for Christmas parties?

No. The games can use neutral winter, year-end, project-milestone, or general celebration themes.

Can the games be used in a small office?

Yes. Most work at one table; use the materials and group size listed on each card.

Should managers keep scores?

No individual scoring or employee evaluation is recommended. If a game uses points, keep them optional and team-based.

Original AI-assisted resource with AI editorial review. Independent human playtesting and physical printing have not been completed. Answer, listen, or pass.