

7 tips for managing a remote TEAM



Take your team's productivity and efficiency to the next level.

01

@WorkForce

Hire having in mind the possibility of remote work.

Not everyone is up to the task of working alone, and there can be more challenges found when working remotely, in part because of the lack of social engagement and distance felt amongst your team. You and your staff need to engage with remote work from day 1, otherwise, the results can be negative.

02

@Tools

Make sure you have the right tools for remote working

Tools are important in remote working because they can help boost productivity and collaboration. There are some tools you can implement to assist with this, such as, email, file sharing platforms, corporate instant messaging, e-meeting cloud software & project management tools.

03

@Process

Organise a work plan

Having a process is key to success.

This can be applied to virtual teams or micro-management personnel remotely. You need to develop a process that fits your company and your staff, otherwise, the process will have a negative impact and may produce a barrier to success of your business. Start with a simple process and then add more details.

04

@Goals

Define project goals and objectives clearly

Help remote workers understand what they are working towards by setting the correct priorities and goals. In a virtual work setting, it is important to set with clarity project goals and objectives which cannot be overstated.

For this, good communication is key.

focus

05

@Communication

Keep communication lines open.

Communication is key when you have a completely remote workforce and you need to have really good, structured communication, with daily updates. Also, you should encourage your team members to stay in touch with the other colleagues. This can help to build a team that is innovative, efficient and results-driven.

06

@Trust

Trust is key

Recruiting remote workers you can trust can be a time-consuming process when you are trying to run a business.

Because not everybody can work in a remote environment, it's important to find the people you can trust to complete their tasks, and stay productive when working on their own, under their own steam.

07

@Team Building

Build a happy and engaged team.

Creating stronger bonds within your company can be as simple as using videos as a way to inspire your team, have one-to-one meetings periodically, and trying to create anything that helps make your team feel that they are not working separately, but are truly part of a team.

Together
Everyone
Achieve
More



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