



Remote Work

Observations and personal recommendations – Reid Morrison

Agenda

- Introduction
- Requirements
- Communication
- Interruptions
- Slack

Pace





Introduction

- Remote Work
 - Home
 - Anywhere
 - Coffee Shop
 - Cabin in the mountains
 - Nuclear fallout shelter

Laptop Requirements

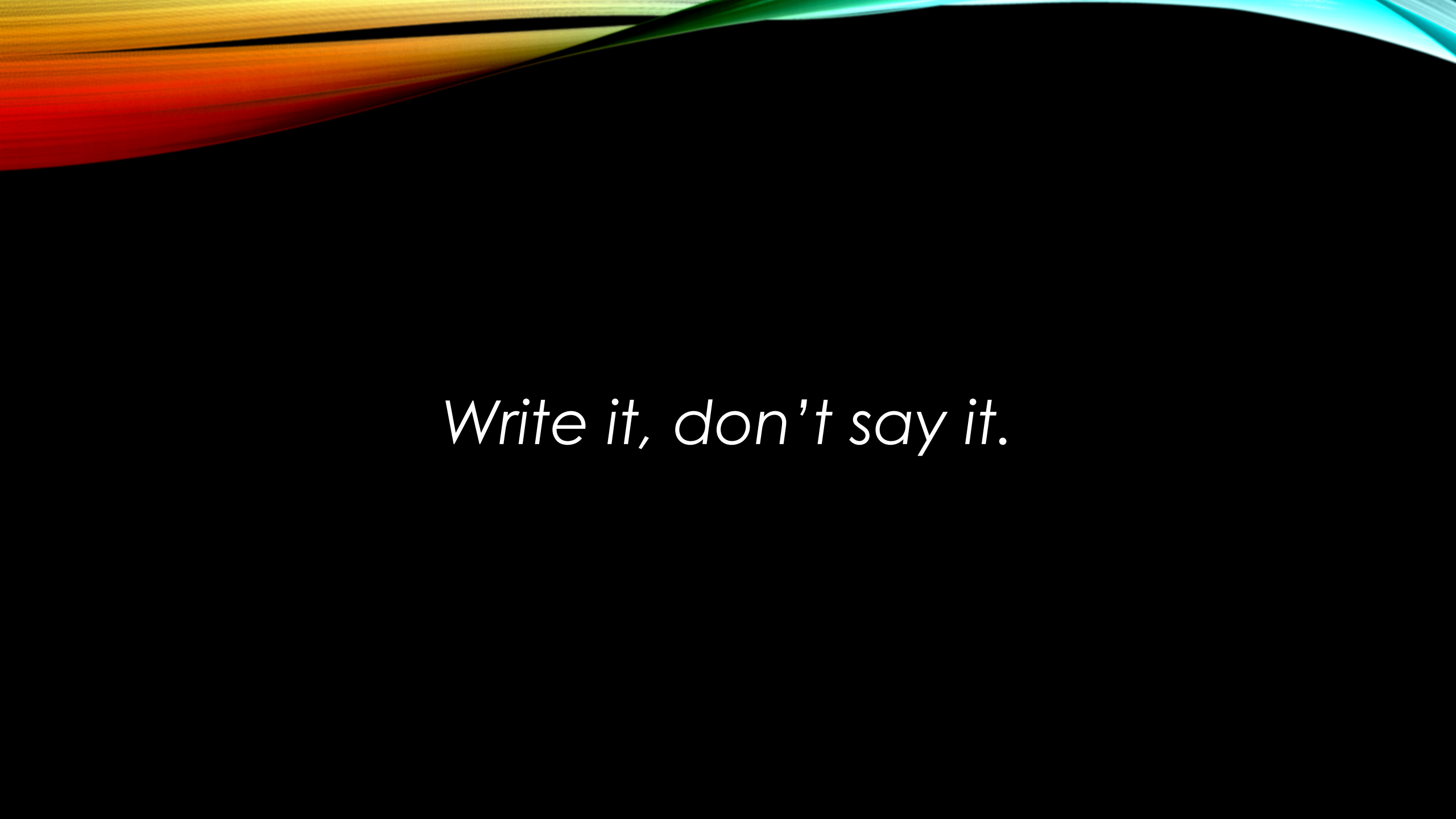
- Internet access
 - Group Video Conference
 - 100 Mb Up.
 - Spectrum
 - 10Mb Up
 - Frontier
 - 500Mb Up
- VPN
- Email
- Slack
- Cell Phone?

Smart Phone Requirements

- Slack App
- WebEx App
- Outlook App
- Pagerduty App

“Office” Requirements

- Ergonomic Chair
- External Monitor
 - 4K TV (Specific models only)
 - HDMI Adaptor and/or cable
- Wireless Keyboard and Mouse
- Standing Desk
- Standing Mat
- Separate Room
- Room with a door
 - Noise
 - Available when open.
 - Closed, on a conference call

The image features a solid black background. At the top, there is a decorative, wavy border with a color gradient. From left to right, the colors transition from a warm orange-red to a bright yellow, then to a vibrant green, and finally to a light cyan/blue on the far right. The text is centered in the black area.

Write it, don't say it.

Commit to Remote Work

- *Office company OR a remote company.*
- *Hybrid*
 - *“Remote employees feel like second class citizens”*



Respect the quiet

"People need quiet, uninterrupted time to get things done"

Over communicate

- *Explicit*
 - *Frequent & often.*
 - *Team and Company Values.*
 - *In writing.*
- *Symptoms*
 - *In the dark.*
 - *Stuck.*
 - *Frustrated.*



Employees

- *Self driven, empathetic*
- *Big picture*
- *Self managing*
- *People who*
 - *don't take things personally*
 - *genuinely care about others*
 - *deep, intrinsic desire to help.*

Managers

- *Trust your employees... for real.*
- *Measure results*
 - *not duration*
 - *not time of day.*
- *No Micro-managers*
- *Empower Employees*
 - *Reduce Burn out*
 - *Improve quality of life*
 - *Increased productivity*



Isolation

- *Loneliness*
- *Staying connected*
- *Side stepping distractions*
- *Snacks*
- *Avoiding interruptions?*

Embrace interruptions

- *See children off to school*
- *Children home from school*
- *Walk the dogs*
- *Run an errand*
- *Care for a sick child without taking a sick day*
- *Lunch with family or friends*
- *Conference Call*
 - *Mute Button – Raise Hand*
 - *Yard Service*
 - *Dog barks*
 - *Child asks something*



Family

- *Explain work from home*
- *Commute time*
 - *Family*
 - *Gym*
 - *Work*

Covid-19

- *Children home*
- *Parks closed*
- *Day care closed*
- *Caring for Senior Parents*
- *Additional Stress*



Key Success factors

- *Communication*
- *Trust*
- *Results oriented*
- *Embrace interruptions*

Q&A

- Questions?