Working digitally

Definition

Works in both virtual and physical environments using available digital tools, data, technology, and virtual networks to communicate and collaborate with others to achieve better business results and support digital transformation.

#Systems thinking #Technology #Digital tools

Mindset

WE NEED LESS OF THIS	WE NEED MORE OF THIS
"I am not using online systems, tools and/or platforms, I don't know how they work."	"Working flexibly and digitally is key for me, it saves me travelling time and I can connect easily and rapidly with colleagues via online tools."
"What is the added value of interacting with communication platforms, such as Yammer, Teams or Intranet? If I need to contact a colleague, I use the email."	"I openly discuss and share information with my colleagues using relevant networks and I get timely feedback."
"I don't need to use any new digital tool, the tools we have always used are still working. If I ask for help, I will be perceived as incompetent."	"Thanks to our collaboration tools, I have dropped my email volume and I can now spend more time working with and solving customer challenges. When I need to help with tools, I just reach out to colleagues, we are all learners in this journey!"

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Behavior anchors

1. Emerging

- Uses the digital communication and collaboration tools available in their environment.

- Is open to new digital applications and new functions in their work environment.

- Seeks out information from digital tools and/or sources as well as communication channels.

- Is aware of digital trends and potentials in the immediate work environment and implements them as needed.
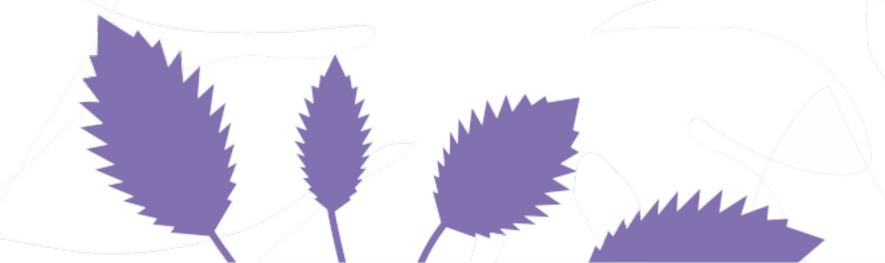
2. Evolving

- Uses the digital communication and collaboration tools available to work with others more effectively and efficiently internally (and where applicable externally too).

- Searches for digitally available data to obtain information.

- Relates digital trends to their immediate work environment and the impact it might have.

- Takes initiative to develop their digital knowledge and skills.

3. Influencing

- Engages self and encourages others to use new digital tools, technologies and platforms in order to develop their digital skills.

- Looks for opportunities to make work processes more effective and efficient through digitization based on trends, existing tools and business needs.

- Consistently supports the internal and external relationships between own work, technology and processes in the organization.

- Makes use of relevant digital tools, applications and platforms to drive new digital forms of collaboration both internally and externally.

- Makes use of digitally available data to gather information to act based on it.

4. Transforming

- Champions a culture of digital collaboration by engaging others into leveraging existing and technologies and new digital tools.

- Uses current digital trends to inform digital strategies and enhance digital capabilities in the organization.

- Advocates digitization and the use of digitally available data to enable fast and informed decision-making.

- Drives digitization at corporate/divisional level and beyond and initiates strategy driven projects for the digitization of processes internally and externally.

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How it helps

Me

Reach out to peers across regions for knowledge sharing, best practice, increase efficiency, real time, immediate feedback, communicate and support others, be part of a community.
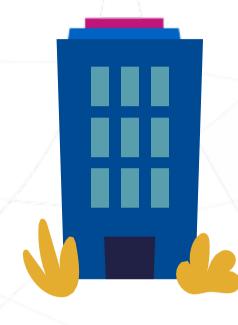
By working digitally and using digital collaboration tools, I can reach colleagues across countries and share best practice, experiences and get real time feedback.

My Team

Open up to a wider network of people and systems processes, work more efficiently and have access to multiple sources across physical environment.

By engaging others digitally and supporting them with any obstacles or resistance, we will be able to work more efficiently and as a community.

Konica Minolta

More time to focus on customer requirements, alignment to business metrics, alignment to cultural footprint, successful digital transformation and credible strategic partner to external customers.

By championing digital working, we will align and enable our digital transformation and be credible partners to our customers. We will remain competitive as an organization.