



## Certificate of Achievement

# Nahid Hasan Ashik

has completed the following course:

**COLLABORATIVE WORKING IN A REMOTE TEAM**  
UNIVERSITY OF LEEDS AND INSTITUTE OF CODING

On this course, you've explored the challenges and benefits of remote working. You've considered different technologies for collaboration and been introduced to project management tools that can help to ease the difficulties of working remotely.

2 weeks, 2 hours per week



Sophie Pendrell  
Lead Educator



The person named on this certificate has completed the activities in the attached transcript. For more information about Certificates of Achievement and the effort required to become eligible, visit [futurelearn.com/proof-of-learning/certificate-of-achievement](https://futurelearn.com/proof-of-learning/certificate-of-achievement).

This learner has not verified their identity. The certificate and transcript do not imply the award of credit or the conferment of a qualification from University of Leeds and Institute of Coding.



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has completed the following course:

### **COLLABORATIVE WORKING IN A REMOTE TEAM** UNIVERSITY OF LEEDS AND INSTITUTE OF CODING

**93%**  
AVERAGE TEST  
SCORE

On this course, you've explored the challenges and benefits of remote working. You've considered different technologies for collaboration and been introduced to project management tools that can help to ease the difficulties of working remotely. You've also developed practical planning skills as you've learnt to produce an action plan for successful remote working and got advice for starting to work remotely in the real world.

#### **STUDY REQUIREMENT**

2 weeks, 2 hours per week

#### **LEARNING OUTCOMES**

- Discuss the challenges and opportunities of remote working
- Explore the main requirements for successful remote working
- Develop an action plan for successful remote working
- Discuss strategies for effective collaborative working
- Experiment with time and project management tools
- Explore tools and resources to help you work remotely
- Produce a detailed plan for successful remote working

#### **SYLLABUS**

- The challenges and opportunities of remote working
- Preparing to work remotely
- Creating a plan to work remotely
- Managing time, workload and projects
- Exploring tools and resources for working remotely