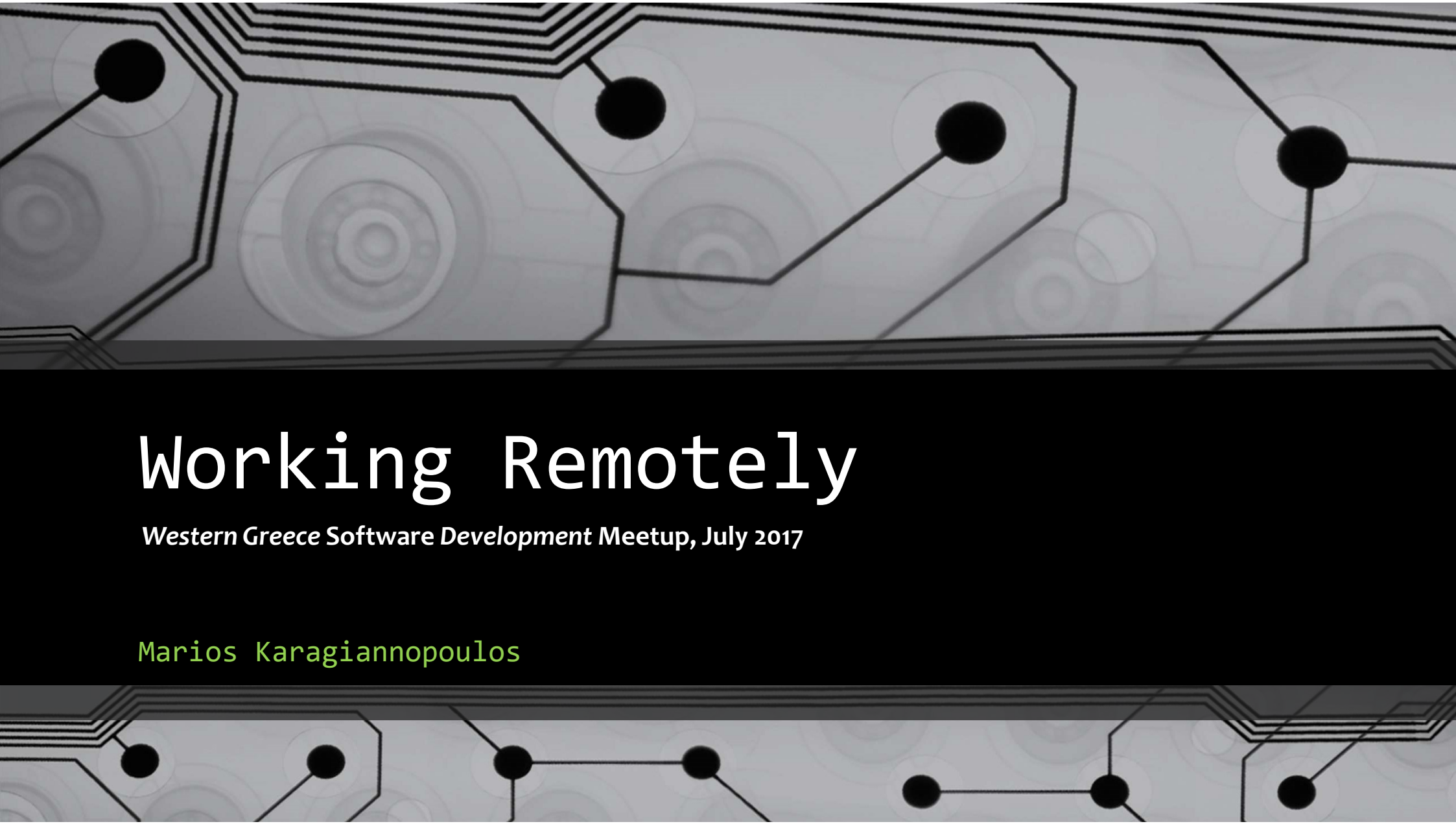


Working Remotely

***Western Greece* Software *Development* Meetup, July 2017**

Marios Karagiannopoulos

Agenda

- $ whoami
- Working from home
- My remote story
- Prerequisites
- Pros/Cons
- Tools
- Best Practices

$ whoami

- Lead software engineer
- 17+ yrs professional experience (Greece, USA, Sweden)
- Worked in both big companies and startups
- ~10 yrs part time remote
- ~6 months full time remote

Working from home

What my friends think I do.

What my mom thinks I do.

What my neighbors think I do

What my boss thinks I do.

What I think I do.

What I actually do.

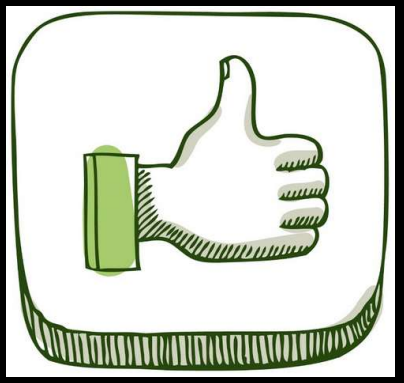
My remote story

- Setup a 3-mon trial period on site
- Established plan to make frequent visits back for face-2-face time (once a month)
- Made sure I had the necessary tools to get my work done
- Proved that I could be trusted to work remotely
- In a very short period of time I took part in major discussions/decisions of the product roadmap
- Interviewed and hired my first on-site engineer and started building a new team

Prerequisites

- Not ideal for juniors to mid-level engineers
- You need to be self-managed and self-motivated
- Dedicated space – big enough for you to work (windows are a plus)
- Reliable high speed internet connection
- Hardware equipment (UPS, backup plan, headphones, web cam, microphone)
- Secure communications (wifi, VPN, firewalls, antivirus)
- Your office door should have a very good lock ;-)

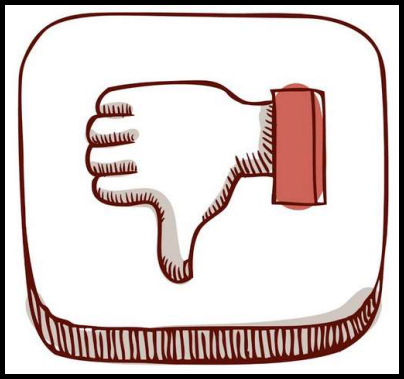
Advantages



- More productive / Less distractions
- Focus on the real work
- Flexibility (better work/life balance)
- No commute (saving money and time)
- The more remote CV experience the better, in order to chase other opportunities
- Lower stress

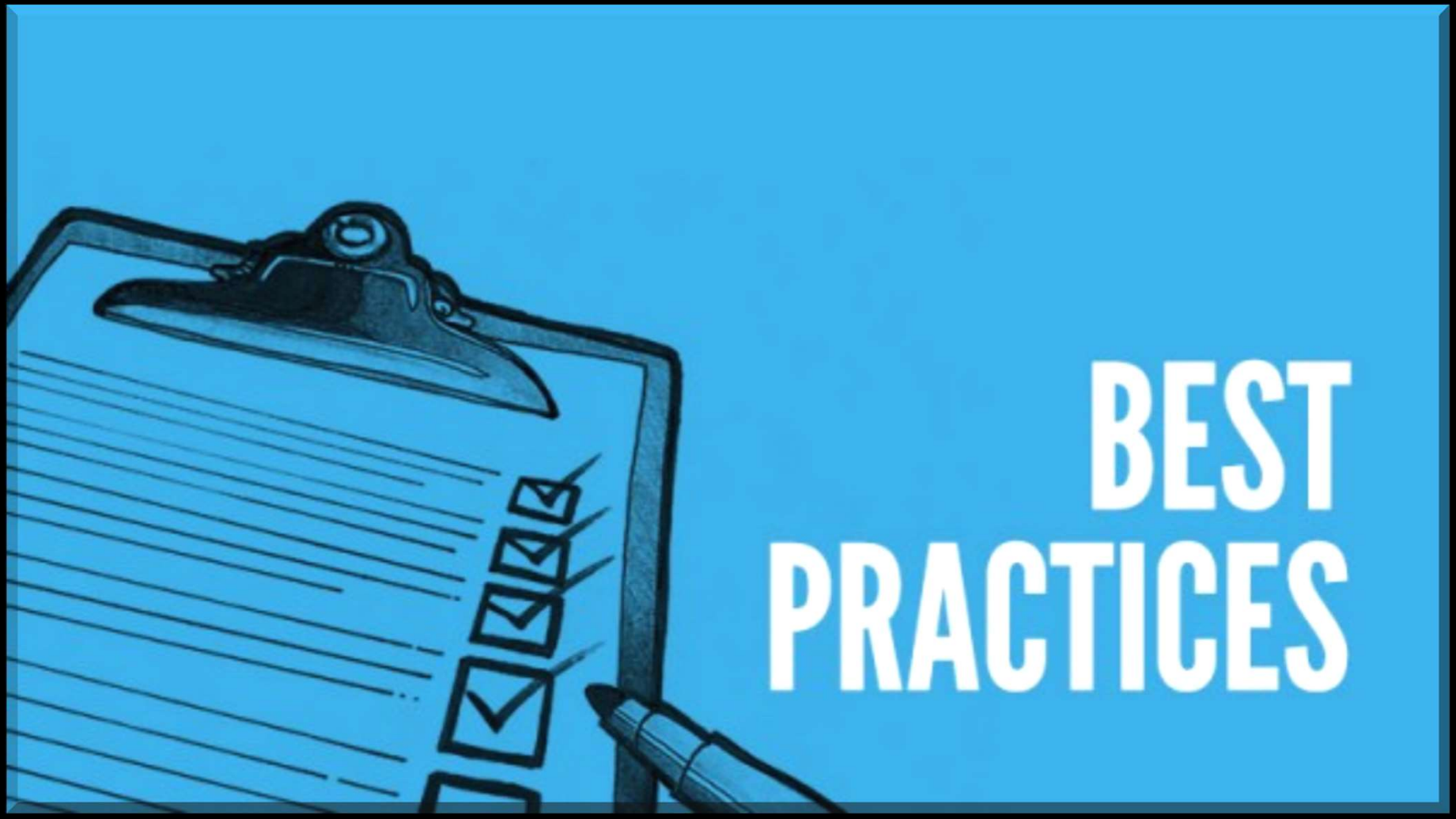
Disadvantages

- Feeling disconnected from team / Loneliness
- Boundaries between work and home get blurred
- Need strong dedication and discipline



Tools

- Skype for the daily chats/groups/etc
- Slack for dedicated channels
- Zoom/Hangout for screen sharing or presentations
- Confluence for meetings notes and/or documentation
- JIRA for tasks sharing or bugs
- Git for Version Control


BEST
PRACTICES

Daily Routine

- Set and enforce boundaries/rules
- Wake/start work as consistent time
- GET DRESSED!!!
- Communicate with boss/client on regular basis
- Daily ‘scrum’ works great
- Take regular breaks
- Learn how to ‘turn off’ work

Maintain Communication

- Make sure you communicate effectively and consistently
- If there is an issue/emergency, let your boss/client know as soon as possible
- Notify boss/client when you will be away from your desk
- Regular face to face time
- Even if over video chat

Avoid Bad Habits

- Don’t deviate from routine unless absolutely necessary
- Inconsistent start/end times
- Too much ‘away from keys’ time
- Long lunches
- Working in PJs
- Go outside!!!

Be Responsible

- Meet deadlines & complete tasks
- Manage expectations as work progresses
- Be on time for meetings
- And be dressed if video meeting
- Answer phone/IM/Email in timely fashion
- Be proactive
- Maintain clean work area

THANK
YOU