

# Remote Teams



# Program Objectives (1 of 2)

- Decide if your company might utilize remote teams.
- Learn how to effectively manage your remote team.
- Be aware of the challenges that may present themselves and how to overcome them.



# Program Objectives (2 of 2)

- Utilize communication tools to establish trust, build relationships, strengthen accountability, and resolve conflict effectively.
- Learn about specific challenges faced when working with global teams and how to make yours the most successful.



# Definition

➤ **Remote Teams:** Teams that work outside the traditional office that may be separated by time or space and work through electronically linking into the organization.



# Why Utilize Remote Teams?

(5 of 5)

➤ Commissioned by SonicWall, 1,184 managers report that the top 4 reasons for why managers allow remote working are:

- Increasing employee motivation (26%)
- Cost of office space (15%)
- Rising Utility prices (14%)
- Traffic/weather conditions (14%)



# Types of Remote Teams (1 of 4)

## ↗ Networked Teams:

- Teams of people who are connected to accomplish the same goal

## ↗ Parallel Teams:

- Teams of people who make recommendations for improvements in a process or system



# Benefits of Remote Teams

(1 of 9)

## ➤ Remote Teams Accommodate Differing Schedules.

- Team members can work during the times when they function most efficiently.
- This allows “night owls” to work in the evening, parents to work around their parenting duties, and even people in different time zones to work on the same project.



# Potential Drawbacks of Remote Teams (1 of 6)





# Potential Drawbacks of Remote Teams (8 of 10)

- **Set up Costs and Loss of Cost Efficiencies**
  - Individual employees report a \$3,000 to \$5,000 cost requirement to set up a home office as well as about \$1,000 in upgrades each year.



# Communication Tools (10 of 15)

## 7. Data Conference

- Data conferencing allows two or more people to share computer data in real time.
- Devices can be used to control each other's computers and update documents.
- It is useful for collaborating on projects quickly.



# Specific Communication Tools (2 of 7)

## 1. NetMeeting

- NetMeeting allows teleconferencing and real-time interaction through:
  - Instant Messaging.
  - Audio and video.
  - Whiteboards.
  - File and application sharing.



A man wearing a black pinstripe suit, white shirt, and black tie. He has his right hand placed over his left chest. The background is white.

# Create Virtual Accountability

# Trust in Remote Teams (1 of 2)

## ✦ Trust is crucial in remote teams because:

- Employees must be trusted to work their full hours.
- Employees must be trusted to work efficiently.
- Employees often have home access to organizational property and important files.
- Employees must trust each other to work when collaborating without face-to-face interaction.



# The Future of Remote Teams

A pair of hands, one from the top and one from the sides, are holding a circular frame. Inside the frame, there is a scenic view of a sunset or sunrise over a body of water. The sky is a mix of blue and orange, with a large, bright sun partially obscured by clouds. The water in the foreground is dark and reflects the light from the sky.



# The Future of Remote Teams (1 of 4)

- ✦ In a survey by the Economic Intelligence Unit, 78% of the 407 people surveyed work in or have worked in a remote team.
- ✦ Of those 22% that have not worked in a remote team, 1 in 4 expect to do so in the future.



# Download “**Remote Teams**” PowerPoint presentation at **ReadySetPresent.com**

**146 slides include:** 4 boundaries crossed by remote teams, 8 types of remote teams explained, 11 points in a venn diagram comparing traditional work with remote work, 9 Benefits of Remote Teams, 10 slides on potential drawbacks and ways to combat them, 9 points on how to choose the right remote employee, 7 points on training and orientating remote employees, 15 points on how to best communicate virtually, 8 points on building trust virtually, 15 slides on communication tools, 7 slides on specific communication tools, 6 points on how to create a positive remote team culture, 6 slides on how to create accountability, 4 points on why trust is crucial, 8 slides on how to build trust, 11 slides on conflict in remote teams, 4 things remote workers want their managers to know, 6 tips for managing global teams, 4 slides on final action steps, and much more.

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