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.
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

Adapted From: "Working in Virtual Teams"
Benefits of Remote Teams
(1 of 9)

远程团队能够适应不同的时间安排。

- 团队成员可以在他们工作效率最高的时候工作。
- 这允许“夜猫子”在晚上工作，父母可以围绕他们的育儿职责工作，甚至不同时间区的人可以在同一个项目上工作。
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.
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.

Adapted From:
“Working Virtually: The 21st Century Workplace”
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
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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