Distributed Teamwork

It’s not “when”, it’s Now
Agenda

Welcome
The change we’re facing
Working from home
Managing your team
Back to normal?
WELCOME & INTRODUCTIONS

Ruven Gotz
Workplace Experience Lead
Avanade West, Los Angeles
Ruven.Gotz@avanade.com
@ruveng
HUMANS ARE SOCIAL CREATURES

• Facial expressions

• Body language

• Creatives, and the media & entertainment industry in general is ‘high-touch’

• We are used to face-to-face interaction
BUT, WE FACE A NEW REALITY

- Things are changing faster than we can absorb
- Anxiety about the future and about tomorrow
- Conflicting information and uncertainty add to confusion
- When will things return to normal?
- How do we keep moving forward in the face of these challenges?
FUTURE OF WORK

Preparing for a world where everything is always changing...
WORK

Living in a world where everything is always changing...
IT’S NOT WHEN, IT’S NOW
MAZLOW’S HIERARCHY

Self Actualization:
Achieving one’s full potential, including creative activities

Esteem Needs:
Prestige and feeling of accomplishment

Belongingness and Love Needs:
Intimate relationships, friends

Safety Needs:
Security, safety

Physiological Needs:
Food, water, warmth, rest

New Needs:
WiFi, toilet paper, power, phone
WHERE I WORK: STATS

DIGITAL WORKER

**Devices**
- **Workstations deployed:** 485K
- **Smartphones/tablets enrolled:** 257K

**Mobile**
- **Mobile device management:** 147K
- **Mobile application management:** 110K

**Collaboration**
- **Searches executed/month:** 2.6M
- **Documents downloaded from knowledge repository/month:** 306K

**Teams**
- **Teams:** 289K
- **Active users:** 446K
- **Chat messages/month:** 337M

**Audio / Videoconferencing**
- **Audio minutes/month:** 400M
- **Mobile minutes/month:** 24M
- **Video minutes/month:** 16M

**Accessibility**
- **72% of internal traffic to accessible websites**
- **75% target of interactions to accessible websites**

**Broadcast**
- **Events produced/month:** 205
- **Minutes of streamed videos/month:** 4M

**O365**
- **Files stored in OneDrive for Business:** 2.6B
- **Of data in OneDrive for Business:** 8.1PB
- **Mailboxes:** 543K
- **SharePoint sites:** 11K
- **Power BI users:** 49K

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WORKING FROM HOME
NEW REALITIES
NEW REALITIES
TRUE STORIES

• An executive changes her style
• A cat logs off a meeting host
WORKING FROM HOME

IMPORTANT TIPS
A QUALITY HEADSET

Noise cancelling earphones if you can but noise cancelling mic is essential

Mic positioning is important. Make sure it’s not too close to your mouth and that it’s not rubbing against clothes or earrings

Be aware, mouth-sounds (eating) are MUCH louder when your mic is near your mouth

If you’re using the mic on your laptop, be aware that typing when you’re not on mute can cause a ton of distracting noise for everyone on the call
BE READY FOR VIDEO

Get dressed (to match your culture)

Lighting is critical. Make sure you’re not back-lit

Face the window (move your laptop position if necessary)

Get an inexpensive ring-light to light your face
KNOW YOUR TOOLS

Learn Skype or Teams so that you can join smoothly and participate appropriately
GOOD CONNECTIVITY IS IMPORTANT

Make sure the LAN signal is strong or that you’re plugged directly into the router.

Ensure that your family is not consuming all your bandwidth during important calls

Explore QOS (quality of service) options for your home network
AVOID TECH DISRUPTIONS

Figure out where ALL the mute buttons are on your devices

If your computer is used for multiple purposes or you haven’t rebooted for a few days, consider restarting before an important call (an hour before, not 5 min before!)
MANAGING YOUR TEAM VIRTUALLY
**BE PRESENT**

You will need to **overcommunicate** to help your team feel they are still connected to you and the organization.

**Be present** during your meetings and go on video whenever possible.

Encourage your team to join via **video**, but don’t force it, especially at first.

Use background **blur**, or even replacement.

Be ready to **mute** an embarrassing conversation or even **eject** someone from a meeting to help them save face.
TAKE BREAKS AND HAVE FUN

- Recognize the increased **intensity** of constant calls and meetings.
- Ensure your team has time for their own **wellbeing** and that they are not getting burned out by being “on” around the clock.
- Block time for lunch with your **family**. As a manager, don’t schedule meetings over lunch.
- Allow some space for **fun** or social communications. E.G. What’s good on Netflix this week?
- Encourage **breaks** – specially to get outside if allowed.
- Cut everyone a bit **slack**. For pet noises, kid noises and time flexibility to take care of life at home.
THE NEW NORMAL

- We will be going back to work
- It’s not going to be the same
- Remote work will remain a big part of our reality going forward
- We need to embrace new ways of working and find a path to productivity
- We can’t wait for ‘normal’ the future has sped up and it’s happening to us now.

THANK YOU!
RESOURCES: AVANADE.COM

Source for this presentation

https://Avanade.com