

5 Tips for Keeping Remote Teams Connected



1. Be Consistent *and* Constructive

- **Weekly Group Standups:** For larger, cross-functional teams
- **Quick Daily Standups:** For smaller (<10 people), direct reporting teams
- **Consistent 1:1s:** Follow normal cadence, but make sure they happen

2. Be Present *and* Flexible

- **Use Video:** Face-to-face is always better than just voice. Don't worry about your WFH hair or messy background
- **Set Meeting Times:** Set standard meeting hours, and standard hours to **NOT** have meetings
- **Office Hours:** Keep that web meeting open for a few hours a week



3. Share your Personality *and* Family

- **Share some Background:** WFH offices will have varied backgrounds and objects floating about. Share a little about your environments
- **Welcome Family Members & Pets:** Let everyone know that their new office "colleagues" are welcomed when they make appearances (because we know they will!)



4. Spend Non-Working, Work Time Together

- **Enjoy a Beverage:** Standing Coffee Hours and weekly Happy Hours are great ways to have your teams come together and socialize (voluntarily)
- **#HappyThings:** Create a Slack channel or other shared space to share happy, non-work things like meals, sourdoughs memes, silly pet & family pictures, etc.



5. Have Fun

- **Goat-To-Meeting?:** Think about inviting comedians, musicians, or even farm animals to your team meetings as a warm-up
- **Play Games Together:** It's important to share fun experiences together as well, either via web meetings or online via other platforms