

GET READY TO ISOL8.

You don't need to do it alone. #TeamZembr has put together a list to help make your move to remote working as seamless as possible.

OUR TOP 8 TIPS



1. POSITIVE MINDSET

Lead from the top with a positive approach to all things remote. Be the first to adopt new practices and technologies. Walk the walk!

2. COMMUNICATION

The most vital component in any business, especially for a remote team. Utilise an internal chat program and create a regular meeting schedule.



3. TECHNOLOGY

Ensure your IT systems are able to be accessed remotely. Upgrade hardware & software as required. Use project management, CRM & chat programs effectively.

4. KPIS & REPORTING

Clear KPIs will drive performance & ensure team-wide accountability. Encourage visibility of results through sharing of daily wins!



5. TIME MANAGEMENT & TRACKING

Promote a variety of time management techniques & use time tracking software to measure time spent on projects if needed.

6. MAINTAIN MORALE

Update your team via email & video at least weekly. Have regular one-to-ones. Try virtual culture-boosting activities to add some fun!

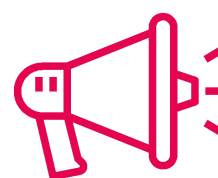


7. VIRTUAL SALES PROCESS

Clarify your sales process & adhere to the steps. Use technology to your advantage - pick up the phone! Video product demonstrations are another option.

8. EFFECTIVE MARKETING

Stay ahead of the game. Ensure your marketing is on-brand, up-to-date & converting leads to clients. Show you are an industry leader in your field.



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