



# Top tips for hybrid working employee engagement

With Mark Thompson and Natasha Bradley

# Welcome

- The Inform Team
- Your presenters
- Housekeeping
- Ask us a question!

\*If you ask a question in chat participants will be able to see your name.

the **inform** team 



## Mark Thompson

- Mark Thompson has over 20 years' experience in IT, training and support
- He helps people work with Microsoft Teams and all things Microsoft 365



## Natasha Bradley

- Worked in the IT industry for 12+ years
- Understands technology and how it can be used to overcome business challenges

# What is a water cooler moment?

- Casual interactions between colleagues
- Running in to people at random
- Opportunity for people to socialise around their work and personal life
- Actual water cooler or kettle!



# Benefits



- Combats isolation
- Improves teamwork and collaboration
- Provides mini breaks from work
- Ideas and problems are shared informally

## Great for

- Onboarding new colleagues
- Playing with Microsoft Teams
- Creating a sense of community
- Ad hoc networking with non-direct colleagues



## Examples used at The Inform Team

Let's start with my favourite variation: the drop-in meeting room before looking at what else we do at The Inform Team

### **Drop-in meeting room**

All day 'room' for people to come and go

- Regular Teams or channel meeting
- All day
- Everyday
- Very informal, lots of GIFs and memes
- Ongoing

### **'The Inform Arms' happy hour**

After work virtual drinks and get together

- Every two weeks
- Alternating Thursdays and Fridays
- 5pm for an hour
- No agenda
- Ongoing

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You can also try:

- Lunch and learn
- Weekly huddle
- Parties

### **Onboarding**

Used to get up to speed, and comfortable as quickly as possible

- Set time
- Teams members take a section each
- New hire and manager all day – others drop in and out
- Online personality tests
- Work and personal insights

### **Remote company days**

All-day conference

- All company
- Late start, early finish
- Contributions from as many teams as possible
- Mix of work and fun
- Small hamper sent out in advance to enjoy together during the session

## Best practice

- Don't put anyone on the spot
- Make sure everyone knows what's going on
- Can everyone use the platform?
- Don't enforce camera use
- Get feedback and fine-tune





## Action steps and call to action:

- Choose a virtual location – meeting or channel meeting?
- One-off, recurring or daily?
- Set-up
- Time and topic limits
- Socialise and invite
- Enjoy your first session



# Activities

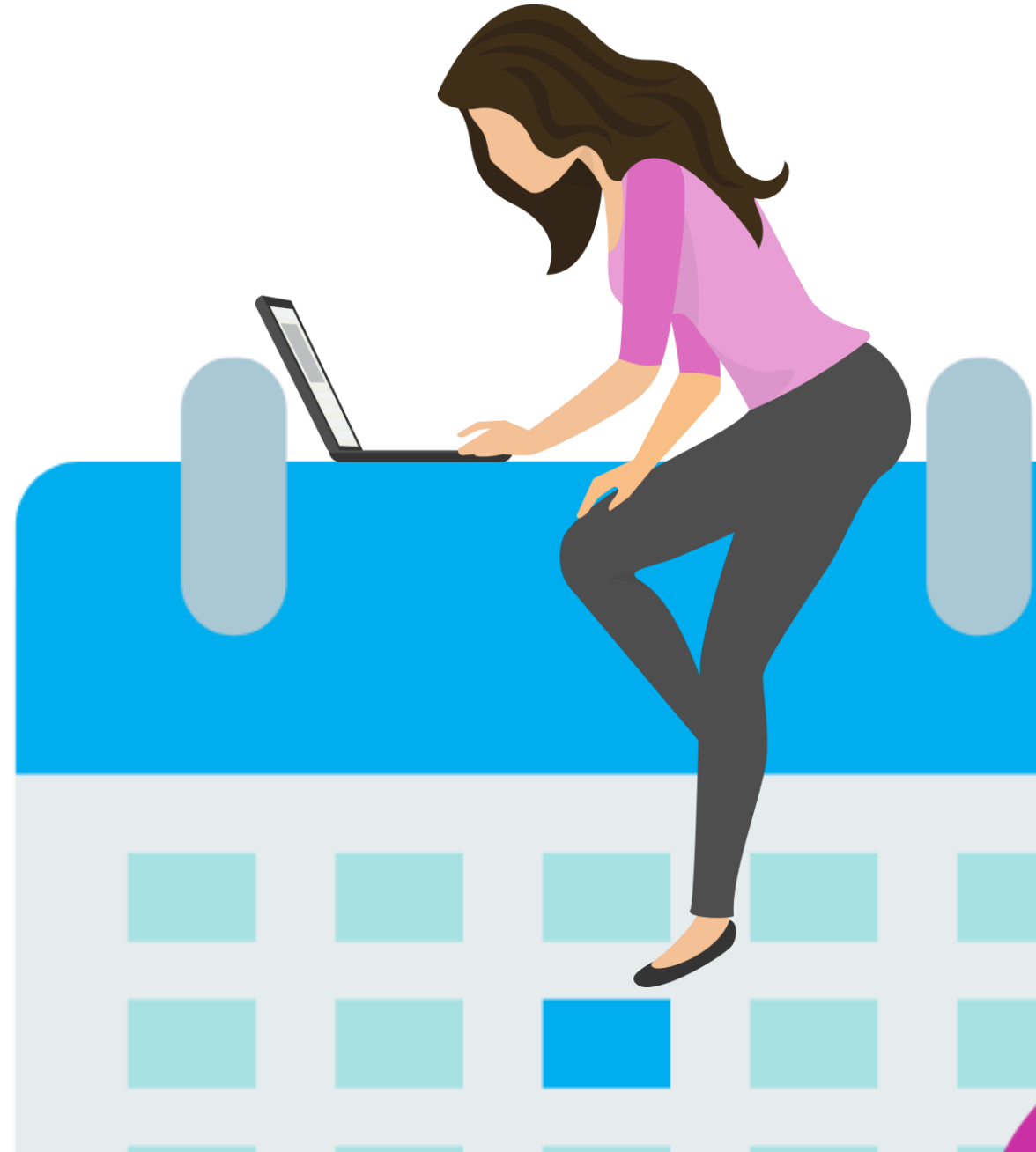


- Skribbl.io
- Forms polls
- Organised online team building events
- Teams apps



# New Teams features coming soon

- Co-organiser meeting role
- Background effects on web
- Music mode for Teams
- Breakout rooms pre-meeting room creation and participant assignment
- Breakout rooms presenter support
- Microsoft Forms new app "Polls" in Teams with word clouds
- Fluid components in chat



# Questions



## Next steps

Free envisioning session with one of our training experts



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