

# 9 tips that make working from wherever a breeze

The office is evolving, and hybrid work, in one form or another, is here to stay. So your strategy needs to incorporate technology, devices, solutions, and services that work seamlessly across individuals and teams. See the nine points below for a quick guide to enabling productive work experiences anywhere.

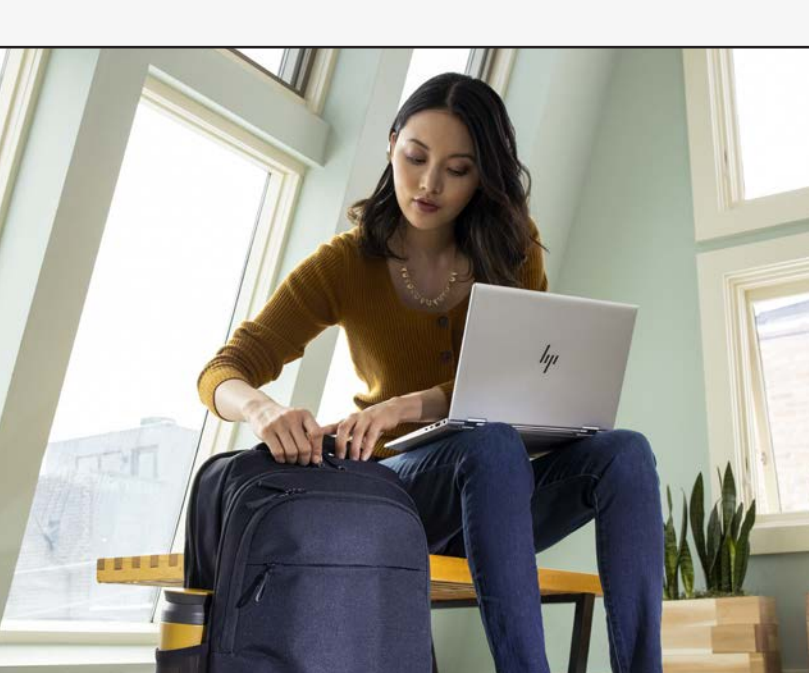


## 01

### Desk-space mirroring

#### Match that home game

Having the same nice setup at home and in the office—dual displays, ergonomic mouse and keyboard, powerful dock, etc.—makes it comfortable and easy to stay productive.



## 02

### The go pack

#### Ready to roam

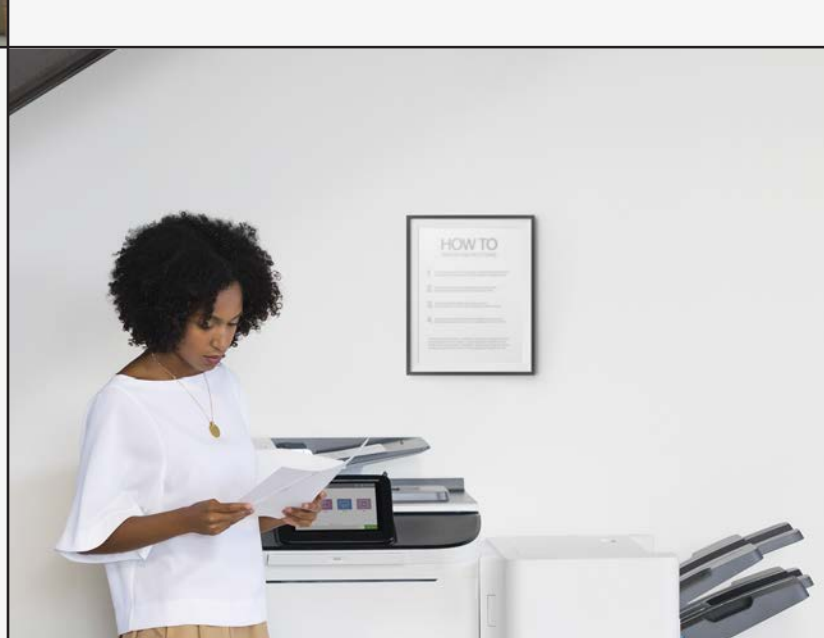
With people working everywhere, they need gear to take work with them. Provide a go pack with extra hubs and dongles, a portable keyboard, headphones, a mouse, and, of course, a protective pocket for their laptop.

## 03

### Wayfinding

#### Finding our way back

Many workers are returning to an office that's been rearranged. Some will be there only occasionally. Put up wayfinding signage telling them where things are and how to use new equipment.



## 04

### Hybrid conferencing spaces

#### Bring everyone everywhere together

It's reported that a whopping 98% of meetings now have at least one remote participant,<sup>1</sup> so conference rooms should have systems that let remote participants better see and hear everyone around the table.

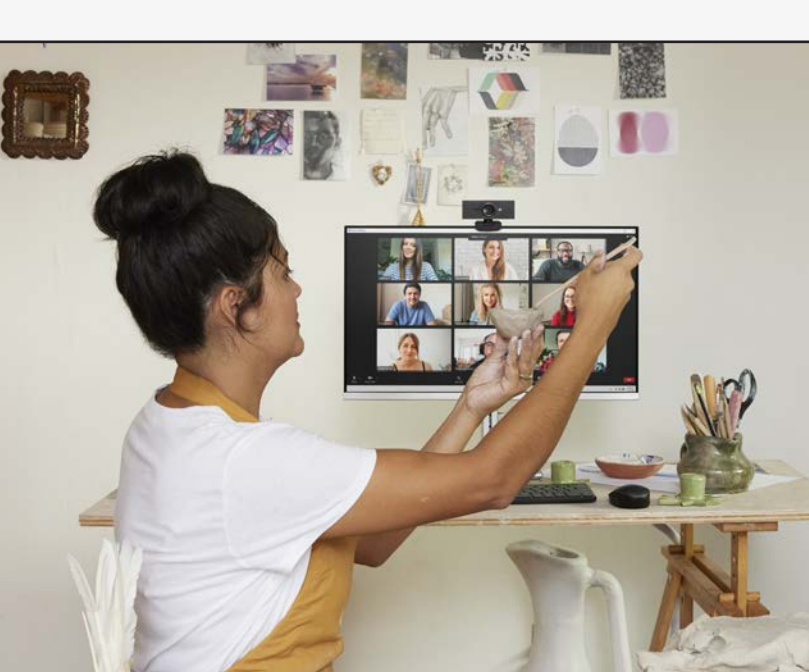
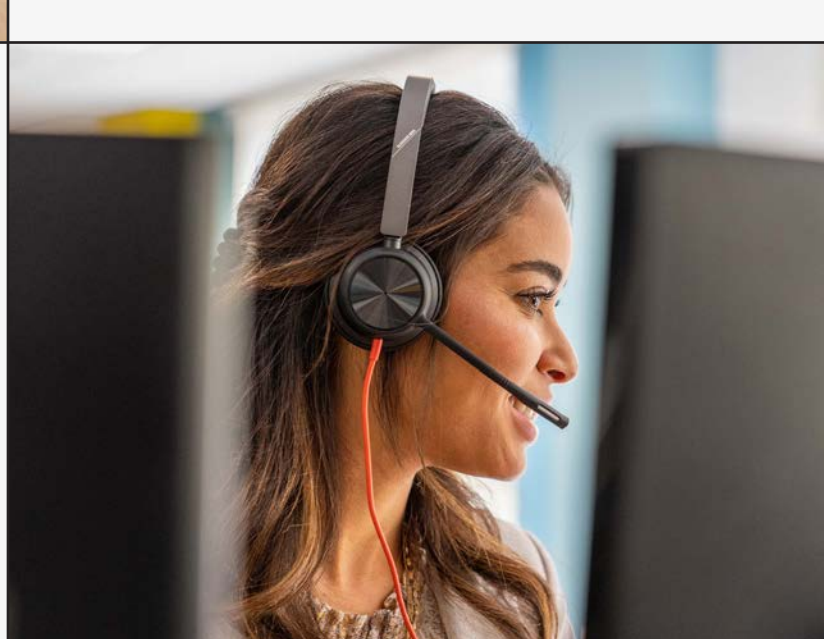
98%

## 05

### Better audio

#### Hear and be heard

For those who will be on videoconferences—pretty much everyone—good headphones and mics with noise-canceling technology are vital for remote workers near leaf blowers or noisy office mates.



## 06

### Better video

#### See and be seen

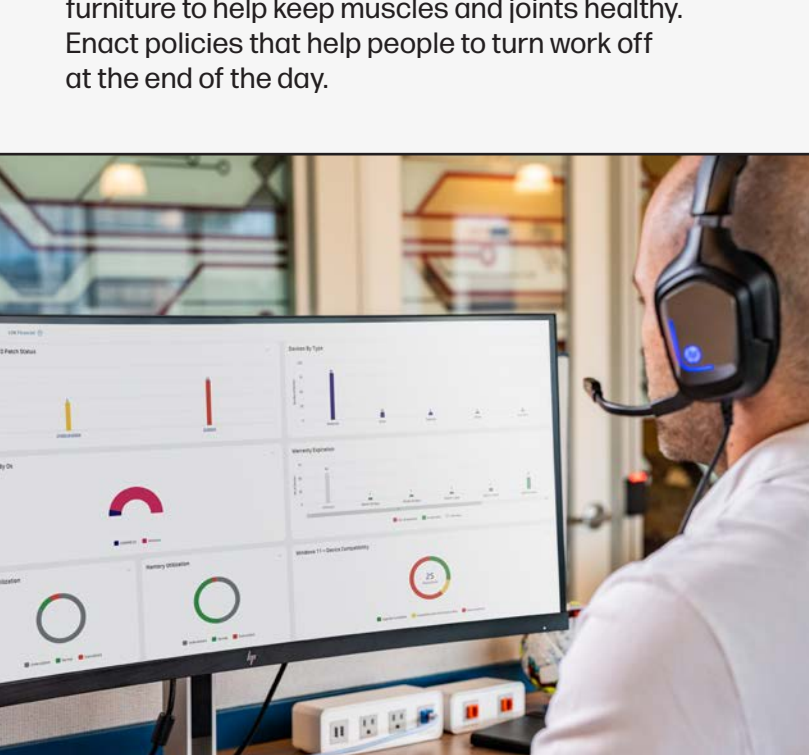
Help everyone look their best. AI-enabled webcams adapt to the light and track speakers' faces as they move—and you can get these cameras built into monitors for a nice all-in-one solution.

## 07

### Make well-being a priority

#### Both physical and mental

Take care of your people. Configure workspaces for social distancing. Provide ergonomic tech and furniture to help keep muscles and joints healthy. Enact policies that help people to turn work off at the end of the day.



## 08

### Better remote tools

#### Everything anywhere all secure

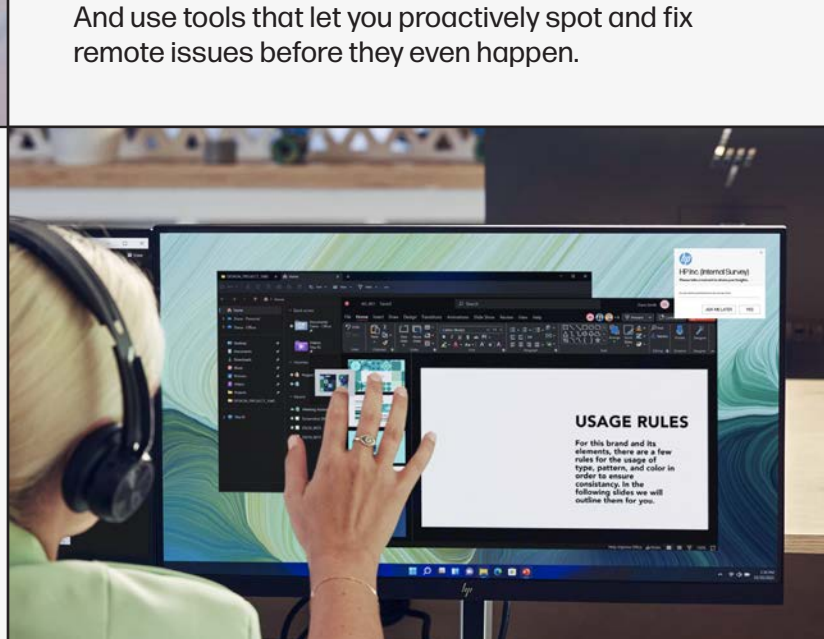
Use remote access solutions that connect people to collaborate securely and easily from anywhere. And use tools that let you proactively spot and fix remote issues before they even happen.

## 09

### Employee preferences

#### Don't just tell—ask

While this list queues up some useful suggestions, getting input from your people is still vital. Using quick online survey tools for employee engagement can make it easy and will tell your team that their opinion matters.



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<sup>1</sup> Harvard Business Review, "5 Traits of a Successful Hybrid Work Environment," July 27, 2021, <https://hbr.org/sponsored/2021/07/5-traits-of-a-successful-hybrid-work-environment>

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