



PROJECT MANAGEMENT
CENTER FOR EXCELLENCE

A.J. CLARK SCHOOL OF ENGINEERING
Civil & Environmental Engineering Department

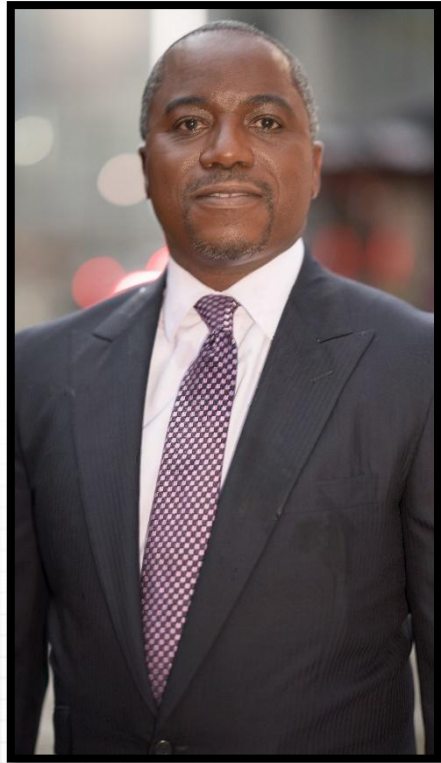


Increasing Project Productivity with Remote Teams for All Project Sizes

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Introduction



- CEO of E3Insights
- 30 years of Project Management

- 30 years of changes, the internet, independent contractors & now work from home
- PM's still responsible for delivering on-time and on-budget



1. What is the typical size of your team?
 - >5
 - 5-10
 - 10-20
 - 20+
2. Are you the one who hires your team or do you manage a team that are hired/selected by others?
3. Is your team made up of multiple people working outside of the office 3+ days a week and multiple people working in the office 3+ days a week?

Executive Buy-In



- PwC's 2021 US Remote Work Survey 83% of employers say shift to remote work has been successful
- Employers resisting remote work will loose out on the best talent
- Remote work is not a right nor a privilege, it's an option.

Hiring



- Hire without geographic restrictions
- Select the best team members
- Keep labor costs with expectations



- Ensure the remote environment is a productive as the office environment
- Work with executive management to ensure remote resources have what they need
- Select resources who has a remote office as capable as corporate office

Budget

- Expect savings from having less in-office personnel
- Redirect savings to remote workforce needs
- Enduring cost savings will increase once proficient in remote workforce management





- Trust Your Team Members
 - Even more important when managing remote teams.
 - Treat everyone as the professionals they are



- ... But Verify
 - Overcommunicate expectations
 - Inspect interim deliverables
 - Make prompt corrections
- Use technology as appropriate

Work Policy Changes



- People run errands while “working from home”
- Be careful of compliance tools
 - Undermines trust
 - Decrease the importance of measuring accountability
- Make changes to policy to better reflect reality
- Example: Expand core hours

Cameras On



- Facial expressions and body language make up 55% of communication
- Without seeing and hearing non-verbals, it is easier to misunderstand the words
- When we are unsure about what the words mean, we pay more attention to the non-verbals
- When cameras are consistently not used, a tremendous amount of communication is being lost.

Not Camera Ready?



- Staff is still “at work”
- Foster environment of acceptance
- Team Cohesion
- Discuss camera project at kick-off

Team Cohesion

- Team Cohesion is developed by bonding over commonalities and interests
- Virtual backgrounds removes opportunity to see something in common
- Enforcing camera policy is hard
- Use fun to ease into new habits



In Person Meetings



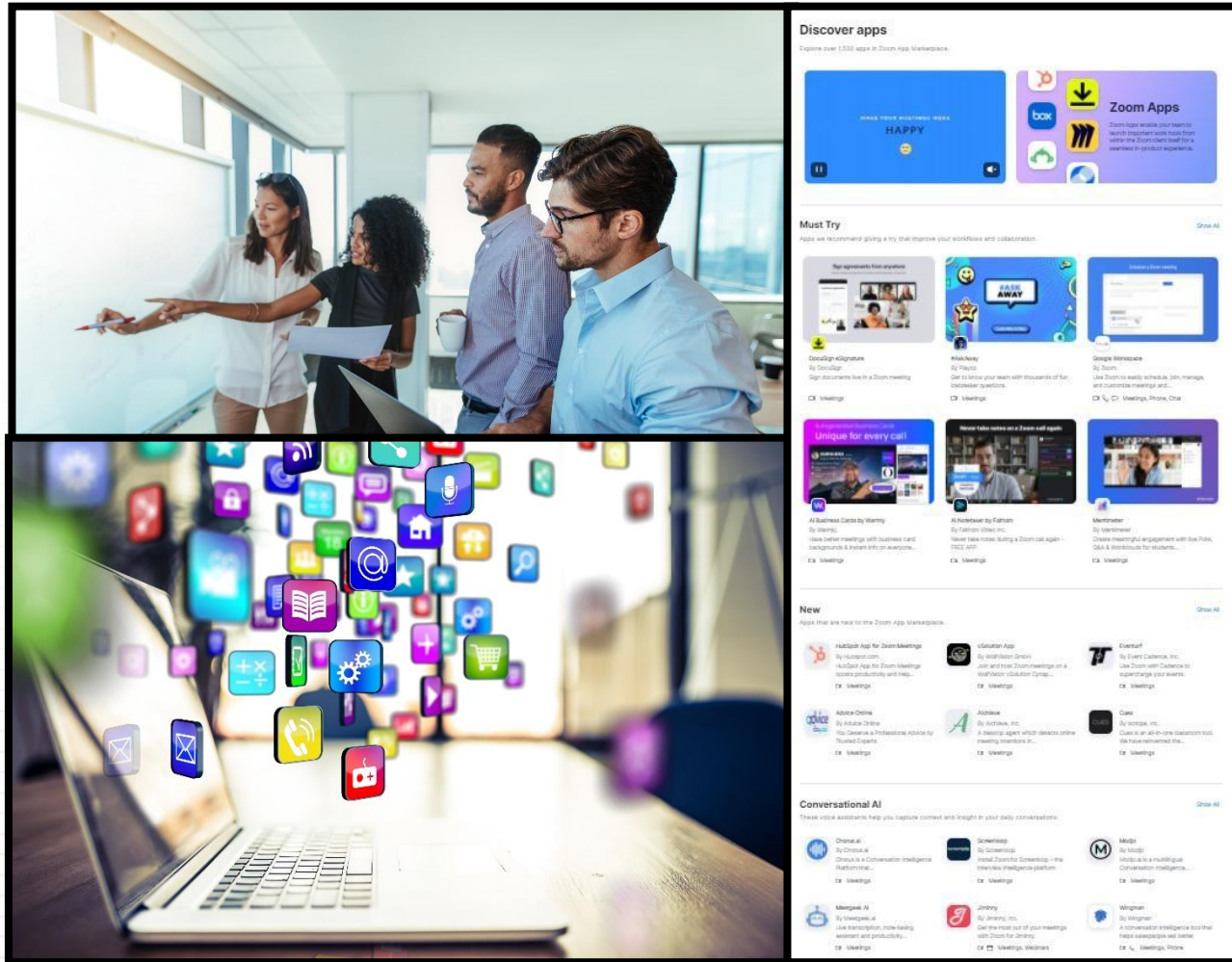
- Make in person project meetings a BIG deal
- Ensure in-person meetings emphasizes team cohesion
- Highlight corporate culture or the importance of the project
- Have executive management participate
- Have everyone on the team attend in person

Select Your Tools



- Select tools that perform activities that you would normally do
 - Yet do it better virtually
- Virtual Icebreakers
- Meeting productivity tools

... And More



- Tools for virtual collaboration
- Tools for anonymous polling
- Agendas & timers
- Hundreds of tools
- Keep trying toolsets until you find the combination that works for you
- Train, train, train



Have Fun!



Prepare



Push The Envelope



Share Your Success



Questions?

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