

# Leading Virtual Teams

Enable performance, ensure success in virtual workspaces

## Overcoming the challenges of virtual work relationships

Working virtually is quickly emerging as the only option for most organizations, now more than ever. This means that we are also required to come to terms with and overcome the challenges of virtual workspaces. These challenges can be overwhelming especially for people who have never, or rarely, worked remotely before. This could result in loss of focus on the job at hand, under-performance, and even loss of motivation to work at all.

It is imperative for leaders and managers to understand the multiple challenges that teams working remotely can face, and to be able to plan and communicate effectively to support their own as well as their team's performance and engagement.

This highly interactive virtual session is designed to help participants enhance their ability to successfully lead their teams in adapting to virtual ways of working and performing better. They will explore skills and tools required to create, build and maintain a positive virtual work environment.



## What participants will learn

- Understand the challenges of virtual working relationships for team members, their managers, and the organization
- Identify factors and tools needed for an employee to be effective while working remotely
- Understand the role of trust and communication in the success of virtual workspaces
- Employ strategies and best practices for successfully leading employees working remotely

### 2-HOUR LIVE SESSION (including Learning Objectives)

<p><b>Pre-session assignment</b></p> <p>Reading of a case study with an exercise, which will be discussed in the session</p>	<p><b>1</b></p> <p>Understanding the challenges of virtual working – for team members and for managers</p>	<p><b>2</b></p> <p>Understanding the role of trust and communication in the success of virtual workspaces</p>	<p><b>3</b></p> <p>Exploring strategies and best practices to successfully lead employees working remotely</p>	<p><b>Post-session reading</b></p> <p>Additional curated articles on the topic</p>
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**This session is a must for all professionals leading and managing teams working remotely.**

**JOB-AIDS:** Soft copy of a best practices checklist to plan for virtual management of your team

**MAX. 15 PARTICIPANTS**

- LIVE features & requirements**
- A smooth-functioning virtual learning platform  
*C2C-OD team is well-versed with platforms such as Zoom, WebEx, GoToMeeting, and Adobe Connect. Use of a custom/in-built learning platform will require us to spend some time familiarizing ourselves with the platform. A separate fee may be charged for this additional effort.*
  - A stable internet connection
  - Chat function
  - Whiteboards
  - Polling
  - Virtual break-out rooms
  - Video enabled

- LIVE dos and don'ts for participants**
- Please do a test run to ensure your system (audio/visual) is working, in advance.
  - Please join the session from a place where you can focus, to avoid distractions and background noise.
  - Please ensure the place/room is well-lit, when your camera is on. Well-lit faces are more engaging.
  - Please mute your microphone, if you are not speaking, to cut down on background noise when others are speaking.
  - Please do not multi-task or run your email system in the background.