

REMOTE WORK READINESS SURVEY

Ask these pulse survey questions to ensure employees are set up for success when working remotely.

1

I have the materials and equipment I need to perform effectively at my home.

(Strongly Disagree, Disagree, Somewhat Disagree, Somewhat Agree, Agree, Strongly Agree)

2

I have the technology I need to help me stay connected to my manager and team when working remotely.

(Strongly Disagree, Disagree, Somewhat Disagree, Somewhat Agree, Agree, Strongly Agree)

3

Working remotely has _____ on my day-to-day performance.

(Multiple choice: No Impact, Some Impact, A Major Impact, explain why for choices 2 and 3)

4

What additional resources do you need to work effectively while remote?

(Open-ended)

TIPS FOR SUCCESS

Attribute Responses: Gathering attributed responses is essential to understanding which employees or employee groups need the most support.

Pulse Frequently: Perceptions of remote work could change frequently. We recommend asking every 1-2 weeks for the most recent and relevant data.

Share Results: Make sure your executive team and people leaders are aware of employee perceptions and respond accordingly.

Take Action: Address employee feedback accordingly. You may not be able to solve every challenge, but aim to address common challenges and find ways to flex moving forward.