

## **4 Ways to Stay Engaged While Working from Home**

As many businesses transition quickly from office locations to working remotely in an effort to minimize the spread of COVID-19, companies like Insgroup are working to give their colleagues the tools needed to be productive, yet flexible.

After hearing from our colleagues, we've developed a quick list of ways to stay engaged while also minimizing the stress of the unknown and our new normal apart from one another physically.

### **Create a daily schedule**

It's important to develop some level of a schedule (either the night before or first thing in the morning) to build transparency around daily activities and goals for every person in the home. This allows the time needed to get work accomplished, while also giving everyone the opportunity see healthy progress on their own projects.

### **Have virtual team huddles**

Success through remote work relies heavily on consistent communication between teammates, both planned and unplanned. Thankfully because of our investment in technology, Insgroup colleagues have access to messaging platforms and the ability to not skip a beat. Scheduling weekly video calls when possible to discuss projects and goals, and problem solve together also helps to maintain a positive team culture.

### **Take regular breaks**

Quick 15 minute sessions - where you step away from your desk or work area - help remove feelings of isolation and give your brain a rest. One of the most important things to do during a virus outbreak is to stay healthy – so keep your body moving.

### **Celebrate wins**

Lastly, but possibly most important to staying connected is to continue celebrating together in new ways. It's easy to lose a sense of purpose when working in an isolated environment, so setting smaller goals, tracking progress and creating an environment where achievement is celebrated has the opportunity to boost connection as well as confidence.

These are just a handful of the many positive ways for colleagues to stay engaged during an outbreak such as the coronavirus. As always, Insgroup's mission is to provide support to our colleagues, while also showing value to our clients and working alongside our business partners facing the same challenges.