

Leadership – Harvard Business Review

In response to COVID-19, many of you have been asked to work remotely, or manage your team remotely. **Harvard Business Review** has several articles that managers might find interesting:

[A Guide to Managing Your \(Newly\) Remote Workers](#)

By Barbara Z. Larson, Susan R. Vroman, Erin E. Makarius

Leaders need to adapt to the new normal. Some of the best practices they suggest are to: establish structured daily check-ins; provide several different communication technology options; establish “rules of engagement; provide opportunities for remote social interaction; and offer encouragement and emotional support.

[8 Questions Employers Should Ask About Coronavirus](#) by Jeff Levin-Scherz, Deana Allen

From how to protect employees; how do we maximize employee’s ability to work remotely; to whether it’s necessary to revise benefits policies; there are some good ideas to consider in the wake of COVID-19.

[15 Questions About Remote Work, Answered](#) by Tsedal Neeley

A Q&A with Harvard Business School professor Tsedal Neeley. He discusses some of the following questions and more: What’s the first thing that leaders and individual managers can do to help their employees get ready? What are the top three things that leaders can do to create a good remote culture? And how do you facilitate highly complex or emotionally charged conversations when people aren’t face to face? In light of various daycare and school closings, how do you discuss children and childcare?

[What It Takes to Run a Great Virtual Meeting](#) by Bob Frisch, Cary Greene

Twelve keys to success, some of which are to: use video and provide an audio dial in option; test out the technology in advance; make sure faces are visible; stick to an agenda; minimize presentation length; and don’t be afraid to tackle tough issues are some of the best practices you will find in this article.

[Communicating Through the Coronavirus Crisis](#) by Paul A. Argenti

Identify your key constituents and tailor your message appropriately. They discuss five key steps: create a team for centralized communication; communicate with employees; communicate regularly with clients; reassure the public; and be proactive with communities.

If you have questions at any time, please speak with your own supervisor or departmental Human Resources Manager.

