Engaging Virtual Teams

DIMA GHAWI
@dghawi
Three Connections for Team Engagement

01
The manager’s connection with individual team members

02
The team’s connection with the corporate strategy

03
The team members’ connection to each other

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1. Weekly Check-ins
2. Flexibility and Responsibility
3. Recognition
4. Professional Development
5. Voice Language
# Project Tracking Sheet

<table>
<thead>
<tr>
<th>Projects</th>
<th>Start Date</th>
<th>Projected Completion Date</th>
<th>Status</th>
<th>Collaborating With</th>
<th>Dependencies / Challenges</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td>In Progress</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td>Done</td>
<td></td>
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<tr>
<td>3</td>
<td></td>
<td></td>
<td>Delayed</td>
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</tbody>
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## Main Priorities

## Secondary Priorities

Results Oriented Management Style
Sense of Belonging and Purpose

1. Communicate corporate strategy and goals

2. Help the team understand how their work contributes to company’s success

3. Share news about the good the organization is doing for clients, the community, and even the world

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1. Water cooler time
2. Team building activities
3. Weekly lessons
4. Inclusion
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Communicate With Predictability
<table>
<thead>
<tr>
<th>Checklist</th>
<th>Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Connecting with the team members</strong></td>
<td></td>
</tr>
<tr>
<td>Conduct 1-1 meetings</td>
<td></td>
</tr>
<tr>
<td>Find opportunities to recognize the team members</td>
<td></td>
</tr>
<tr>
<td>Check on your team members and offer support</td>
<td></td>
</tr>
<tr>
<td><strong>Connecting the team with corporate strategy</strong></td>
<td></td>
</tr>
<tr>
<td>Share updates about the organization</td>
<td></td>
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<tr>
<td>Track metrics and share with the team</td>
<td></td>
</tr>
<tr>
<td><strong>Connecting team members with each other</strong></td>
<td></td>
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<tr>
<td>Conduct department meetings</td>
<td></td>
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<tr>
<td>Have them select a team member as an accountability partner</td>
<td></td>
</tr>
<tr>
<td>Plan team building activities</td>
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</tbody>
</table>
Takeaways

1.
2.
3.
4.
5.

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Dima Ghawi

Dima@DimagGhawi.com