

A Day in the Life of a Work from Home Manager

Mr. Ryan is at the helm of Marketing operations. Recently, his organization asked all its employees to work from home as a counter measure for COVID-19 outbreak. He has to now manage a remote working team of 20+ employees and ensure that they stay highly productive. Mr. Ryan leverages various functionalities of Microsoft Teams to overcome some of his remote working challenges.

Let us see how he does that.

9:00 AM



Starts his day by organizing and assigning tasks using Microsoft Planner tab integrated in Teams. It helps him plan the day and deliverables

9:30 AM

Attends the daily Teams call, where he and his team deliberate and decide on the plans for the day. His team members have a clear understanding of expectations from them.



10:00 AM



Assists one of his Team Members who is facing challenges with the work assigned. So, Mr. Ryan discusses the matter one-to-one, shares some pertinent documents during the meeting, and clears the doubts.

10:30 AM

Gets on a video call with a prospective customer. Mr. Ryan gives a powerful presentation using the screen share and video call features.



2:00 PM



There are two new joiners in Mr. Ryan's team and he hosts a Virtual Training Session for them. Explains some aspects over the call while for others he uses the screen sharing.

3:00 PM

It is that time of the day when usually Mr. Ryan walks to his team members' desks and enquires about their progress. He does so virtually through Chat and inquires how each one of them is coping with the present crisis.



4:00 PM



Attends a Virtual Live Event where the CEO speaks on the present COVID-19 situation and the company's stand. Participates in a fun-filled virtual quiz contest organized by the HR.

5:00 PM

It's time for the day end review call. Additionally, Mr. Ryan has utilized Microsoft Forms to create a poll about "What's your biggest struggle with working remotely?". He asks his team to participate in this poll.

Mr. Ryan and his team have just completed a very productive remote working day.



Microsoft Teams

Features used by Mr. Ryan



Audio Calls



Video Calls



1-on-1 Meetings



Team Meetings



Chat



Screen share



Whiteboard



Record Meetings



Microsoft Forms

About Agreeya



AgreeYa is a global systems integrator delivering competitive advantage for its customers through software, solutions, and services. Established in 1999. AgreeYa is headquartered in Folsom, California, with a global footprint and a team of more than 1,800 staff across offices. AgreeYa works with 500+ organizations ranging from Fortune 100 firms to small and large businesses across industries such as Telecom, BFSI, Healthcare, Pharma/Life Sciences, Utility, Technology, Public sector and others.