



PRESENTS

OfficeServ™ Enterprise IP Solutions Tips For Going Green!

The idea of telecommuting is gaining popularity at the workplace – and the surge in gasoline prices has certainly fueled discussion!

The idea of telecommuting is simple. Telecommuters can do the same work at home that they normally perform at their worksites. The home office can be equipped with a full complement of simple, straightforward office equipment to make the experience as seamless and transparent as possible – for both customers and colleagues. In fact, a national survey demonstrates that only about one third of telecommuters actually use a personal computer – many only need a phone.

Moreover, telecommuters using Samsung IP phones in particular don't need to be technically savvy in a variety of connectivity applications. With little or no new training, these remote workers can enjoy the same features and functions as their counterparts in the office.

Also, working from home doesn't always mean staying at home all the time. A large majority of telecommuters stay home only one or two days per week. Such a schedule allows them to maintain ties with their office-bound co-workers, ensuring productivity. When they do come into the office, they can catch up on administrative tasks and attend face-to-face meetings.



IP Phone

Who should telecommute?

Candidates for telecommuting should be proven, productive workers as well as deserving associates with strong time management skills and little need for supervision. Telecommuters were once thought to be those who required little interaction with other employees; however, with the advantages of IP Phone connectivity, this is no longer the case. Today's remote workers can work both independently and collaboratively without missing a beat.



Here's how telecommuting can benefit employee and employer alike.

Employee Advantages

- The ability to save time and money by reducing the weekly commute
- Increased independence and flexibility in accomplishing tasks
- Improved focus and concentration enhances performance and results
- Greater comfort, less stress
- Accommodates those with mobility impairments
- Improved balance between work and family issues

Employer Advantages

- Lower office expenses due to reduction in workspace & energy consumption
- Increased employee productivity and morale
- Retention of valuable employees who merit greater flexibility during the day
- Ability to stagger work schedules to avoid commuter rush hours

Who should manage telecommuters?

Supervising telecommuters requires a slight change in management perspective. Supervisors must be able to delegate work easily, require less face-to-face interaction, and be able to manage by objective as opposed to time. Businesses must be ready to create telecommuter roles, and managers must commit time to meeting with these new hires to establish a flexible working relationship built on trust and manageable objectives.

How can you institute telecommuting?

When planning to implement telecommuting, employers should follow these important steps:

- Identify compatible positions and establish policy and eligibility
- Determine equipment needs up front
- Review procedures with telecommuters
- Monitor ongoing performance and savings

For more information about the Samsung Go Green Event, contact Talking Telecom