

## Working Remotely: Tip of the Week

### Zoom vs. Face-to-Face Meetings (remember them?)

#### 3 of a 3-part series focusing on virtual meeting fatigue

You may have dreaded attending meetings in the pre-COVID world; you may wish for them now. In this final tip on virtual meeting fatigue, learn how you may capture the best of both modes.

In part 2, you learned why virtual meetings can lead to fatigue, e.g., they cannot capture the subtle nuances we rely upon during face-to-face meetings like gestures and body language. However, they do have some advantages: for people who dread physical meetings, online meetings have been positively correlated with feelings of comfort and reduced social anxiety.

Others have reported feeling less bias due to social and emotional signals. For instance, certain physical factors, such as height or speech volume are linked to social dominance. Where one sits at the meeting table sends a message of dominant position. Since these factors are less apparent in video meetings, they could lead to increased emphasis on the merits of arguments.

Reducing the Zoom and Gloom: “Zooming” is not going away, even when we return to on-site work. So, how do you capture what was lost?

1. Continue meeting. Meetings are rituals, provide a touch point with those we work, and are essential for keeping employees engaged (if conducted correctly).
2. Provide breaks if the meeting is longer than one hour. People need to stretch and stand.
3. Consider having open time on Zoom that is optional. Name the time so people know what to expect if they join: Lunch Table, Coffee Break, Water Cooler, Show-and-Tell. The supervisor does not need to be the host, either. Have employees sponsor a time and market it to their colleagues. While the time is specific, the agenda is not.
4. If employees are not engaged, call them on the phone for a friendly conversation. Try to discover if they are working too much or not enough; too much leads to burnout while too little leads to disengagement. Remind both groups about MC’s Wellness Program and the confidential FSAP free benefit. Perhaps they could be a good fit with the Talent Share Program.

The bottom line is to stay connected with each other as we move through this unusual time. Continue to chat and laugh over the miles that separate us so we are united.

Going further...

If you are interested to chat or have questions about today’s tip, join in an informal gathering with other MC colleagues. Register in MC Learns, choose the personal development learning category, and click on “Zoom Room” to obtain the Zoom link for Thursday, 2:30-3:30 p.m., to continue learning about the Tip of the Week topic.

For more Tips on working remotely, please visit <https://bit.ly/mc-remote-working-e>, and watch for the next tip on Monday, November 16.

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