

How's Your Virtual Team Doing? Check In By Asking These

# 10 QUESTIONS



**1. Do you feel connected to your team? To your manager?**



**2. Do you have what you need to do your job? Do you understand how to use our tech tools?**



**3. Are our communication agreements working? Do we need to revisit?**



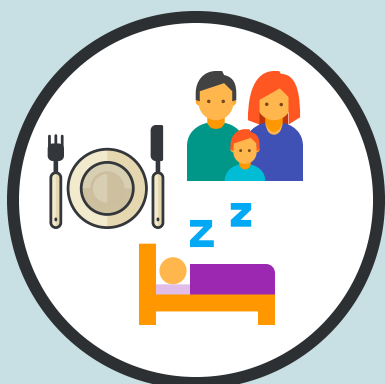
**4. Are we using technology effectively? Where can we improve and allow for more creativity?**



**5. How have we managed disagreements? Did it work well?**



**6. Are we spending enough time connecting on non-work topics? Have we been checking in on a personal level?**



**7. Are we respecting each other's boundaries?**



**8. Have we stuck to our agreed upon response times? Do they need to be adjusted?**



**9. Are team meetings a valuable use of our time? Does everyone participate? What can be a written update instead of a meeting?**



**10. Are we supporting each other? Leveraging our different strengths? Being flexible and open to various points of view?**

