



Question of the Week

September 3, 2025

Question

Do you have any tips for managing remote employees?

ANSWER

Managing remote employees can pose certain challenges, but most can be overcome by making sure you're focusing on the right things. Here are some of the practices we recommend:

- Set measurable goals around quantity or quality of work, or both. Whether employees get their work done to your satisfaction is more important to your bottom line than whether they're always at their workstation.
- Ensure all the resources necessary for employees to do their jobs remotely are easily available. This includes phones, computers, extra monitors, video conferencing software, and instant messaging apps. If you need employees to have fast internet speeds, consider subsidizing the necessary costs.
- Create and communicate a work-from-home policy so everyone knows what's expected of them.
- Talk regularly with employees about what's working well and not so well. Encourage them to reach out if remote work is causing any difficulties or challenges.
- Hold all meetings virtually, even if some people are in the workplace, so everyone is equally able to participate. This means having employees who are in the office log in from their individual computers and not be in the same room as their other in-office colleagues during the meeting.

- Promote a good work-life balance by making sure remote employees know that when their workday ends, they're free to truly walk away for the day. It's easy for employees working at home to spend more time working than they would in an office environment.

This Q&A does not constitute legal advice and does not address state or local law.