

CONNECTING RIGHT NOW

1 *Be seen*

Turn your camera on and let people see the real you and your environment. It will provide context and make others feel safer. Discuss and share things that are not work related to provide insights into the humans you are interacting with. It deepens relationships.



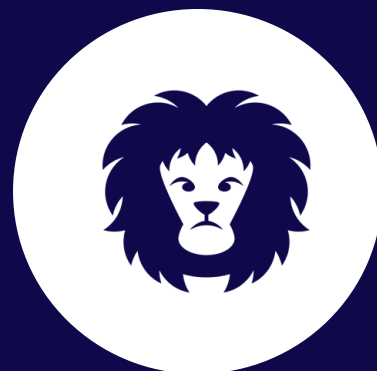
2 *Be present*

Don't be anywhere else. Focus on the humans you are interacting with. Show up for them. Pay attention, listen and respond with meaning.



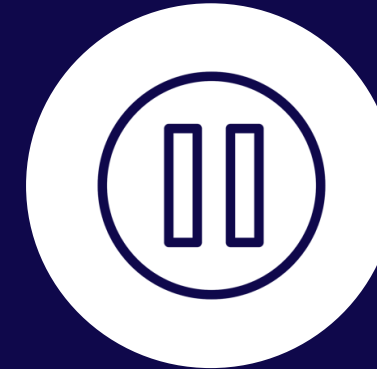
3 *Be brave*

Try new tools and functionality. Use the features of the technology to contribute. Turn on chat, emojis, ticks and crossed to provide alternate communication options.



4 *Allow time*

Remember, speaking up online is a little more difficult, so leave a space for other humans to pluck up the courage, find how to unmute and then speak. It'll take longer than when face-to-face.



5 *Be cautious*

Be mindful of how communication may be interpreted given the reduced non-verbal cues.



6 *Think accessibility*

Think intentionally about who you are communicating with and any potential barriers they may experience. Overcome any obstacles in advance so everyone has equal opportunity to contribute.

