

# LifeSolutions

## Maximize your remote workforce during COVID-19

Make work from home work for you.



**As businesses transition employees to remote work, take a page from the playbooks of seasonal businesses to discover ways to use and retain your employees in a changing market.**

**Encourage professional development.** Now might be an ideal time to catch up on training initiatives. Let employees with dwindling workloads use the extra time to learn new skills or brush up on old ones.

**Develop process documentation manuals.** Lightened workloads provide a great opportunity to create or update process documentation manuals that outline the steps required to complete a task from start to finish.

**Cross-train employees.** Help your employees help you by training them on new job areas. Besides being able to cover their co-workers' planned and unplanned absences, cross-trained employees can also chip in with additional support during peak times.

**Conduct competitor research.** Employees don't need an MBA to research the competition. Anyone can review websites, read reviews, and monitor the social media accounts of competitors. Research like this can help you identify the competition's strengths and weaknesses or limitations. You also learn what customers say about their products and service.

**Communicate with customers.** What better time for employees to call clients to let them know how much their business is valued!

**Provide feedback to make changes.** Front-line employees have a unique perspective that leadership may overlook. Check in with your people about the problems they see, ideas they have, or untapped business opportunities they've noticed.

**LifeSolutions is here to help.**  
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