

5 CONSIDERATIONS FOR DESIGNING BETTER DISTRIBUTED WORK EXPERIENCES

In an evolving work world, the right distributed work policies and planning can bring employees into the office for face-to-face connections, and enable them to be equally engaged and collaborative through virtual meetings.

For nearly a decade, Poly and market research firm Factworks have studied the characteristics of enterprise workers, according to their roles, preferences, and what they need to be successful.

This checklist provides insights from our latest research to inform your hybrid work planning and help you identify the right collaboration technology so employees can do their best work from any location.

01

Profile Your Workforce

[Take our survey](#) to determine your own employee workstyle persona. Then, let Poly help you [profile your organization](#) – at no cost to you.



Research shows that 97% of enterprise workers who need to collaborate¹ are represented by six workstyle personas, based on a common set of workstyle behaviors, workplace preferences, and technology needs. Understanding these personas and their requirements enables you to meet their collaboration needs

02

Understand How Your Workforce Uses Spaces

Use your organization's profile results to understand the workspaces you need to support the employee personas in each office location.



With the benefits of distributed work comes the difficulty of predicting where employees will be day to day. Your profile results will help you confidently define this.

03

Determine How To Adapt Your Existing Space For Your Distributed Workforce

Once you understand how your workplace personas use space, your IT and/or Facilities teams can plan the right mix of desks, huddle rooms, and conference spaces.

Whether your organization is designing a new space or reconfiguring an existing one, [read our brochure](#) for additional insights that take the guesswork out of planning.



An example of reconfiguring space

SITUATION

An organizational profile revealed a workforce that was 50% remote-centric, up from 25% pre-pandemic.

ACTION

Combined workstyle persona details with work policy that requires employees to spend two days a week in the office to determine new space needs.

RESULT

Reduced individual spaces by 15%, while adding three focus rooms, two medium rooms, and three large rooms.

04

Identify Individual Employee Needs for Audio and Video Technology

Determine the audio and video technology that will enable the best collaboration for individual employees, according to their persona type.

Avoid a one-size-fits-all approach to communication and collaboration technology. Matching personal devices to a persona's role ensures they look and sound their professional best from wherever they're working on any given day. [Get an overview of all six personas and their equipment needs.](#)



05

Determine Your Needs for Video Conferencing Technology in Group Meeting Spaces

Outfit all **group meeting spaces**, no matter how small, with video conferencing equipment to enable remote and in-office employee collaboration.



Use the information you've gathered in your organization's profile to determine the video conferencing technology needed. With employees collaborating from everywhere, it's critical that remote workers can participate equitably in virtual meetings, brainstorming sessions, training, and team events.



POLY CAN HELP

Poly brings 60 years of experience and a decade of research into workstyles and workspaces to our broad selection of audio and video solutions for employees and their individual and group spaces. We offer tools and assistance at no cost to you to help you survey your employees to understand workstyle distribution by office location, and across your entire workforce.

[LET US HELP YOU PROFILE THE PERSONAS IN YOUR ORGANIZATION >](#)



1 Factworks: Poly Global Segmentation Research 2022

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