

Dale

How to Work Remotely

Work Effectively, No Matter Where You Are

Non-office based work is here to stay, but everyone experiences it differently. Find out how to make working at home and remote work, work for you. *How to Work Remotely* will help anyone adapt to home, remote and hybrid working. Suitable for homeworkers, or the managers and leaders of homeworkers, this highly practical book will address how to be successful and build a career while working remotely, or away from the office. Packed with practical exercises and top tips, the book includes advice on wellbeing when working from home, how to get organized, how to start a new role when you're not in the office and suggestions on the best ways to be productive. HR specialist **Gemma Dale also explains about managing the performance of remote and hybrid teams and effectively making home working accessible for all colleagues. **The Creating Success series of books...** Unlock vital skills, power up your performance and get ahead with the bestselling *Creating Success* series. Written by experts for new and aspiring managers and leaders, this million-selling collection of accessible and empowering guides will get you up to speed in no time. Packed with clever thinking, smart advice and the kind of winning techniques that really get results, you'll make fast progress, quickly reach your goals and create lasting success in your career.**

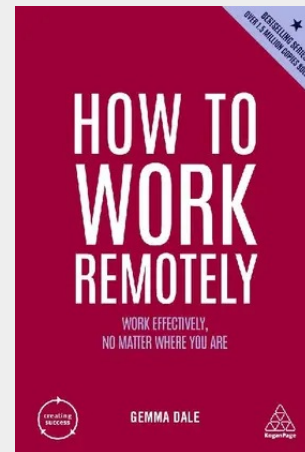
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