



Telecommuting has been a must-have for a decade. And high oil prices have ratcheted up the demand even more. Yet usage is uneven, obstacles remain and misunderstandings persist.

Assess these **6 beliefs** and get a read on your tele-readiness. Our answers follow.

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| 1. First, identify the positions amenable to telecommuting | True? False? |
| 2. Good managers will know how to manage telecommuters | True? False? |
| 3. You should review arrangements like you review people | True? False? |
| 4. A uniform home equipment package may be too expensive | True? False? |
| 5. Weight gain is the #1 reason telecommuters quit this option | True? False? |
| 6. "If I give telecommuting to one, I'll have to give it to all." | True? False? |

1. First, identify the positions amenable to telecommuting

False. Setting telecommuting eligibility based only on position ignores individual performance, customer impact and peer workload. Good selection addresses all these – always.

2. Good managers will know how to manage telecommuters

False. Some may. But most telecommuters and their managers will benefit greatly from solid online guidance and just-in-time training. Abundant best practices should be shared widely.

3. You should review arrangements like you review people

True. Telecommuting can improve or hurt performance. Evaluate formally at 30, 60, 90 days, then annually. To the question "How will we know they're working?" we say, "Trust but verify."

4. A uniform home equipment package may be too expensive

True. Firms should set standards and model packages. But individual packages can depend on what the work requires, the equipment the employee already has and the arrangement's value.

5. Weight gain is the #1 reason telecommuters quit this option

True. Isolation, career impact or hours creep cause some to quit. But being too close to the refrigerator is a frequent deal-breaker. Supports can be provided, especially for multi-day users.

6. "If I give telecommuting to one, I'll have to give it to all."

False. This fear can lead to giving it to no one. Our solution: an impact-based system *offering* the chance to propose widely, but only *approving* proposals that will work for the business.

We base the answers above on our comprehensive telecommuting toolkit, which you can view at www.TripSaversTools.com. Then contact us with any questions or to speak to delighted clients.

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