CULTIVATING CONNECTION WITHIN YOUR VIRTUAL TEAM: A Self-Survey

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Despite the ubiquitous nature of virtual teams, many leaders continue to struggle with the fundamentals of how to manage a distributed group effectively. Too frequently, they focus their efforts exclusively on the technology that enables connectivity and fail to address the what's actually most important to results: the human connection. What about you? Take this confidential self-survey to evaluate your strengths and opportunities to improve your effectiveness.

Turn up the Trust

	1 Never				5 Always
1. Take steps to ensure the psychological safety of all team members.	1	2	3	4	5
2. Help team members demonstrate their competence.	1	2	3	4	5
3. Use tasks and assignments as a way to allow individuals to get to know and work with different people.	1	2	3	4	5
				TOTAL:	0

Cultivate Effective Communication

1. Choose the right communication channel for the message.	1	2	3	4	5
2. Balance the convenience of electronic communication with a more human/personal touch.	1	2	3	4	5
3. Listen beyond what team members say to how it's said and what's not said to compensate for fewer visual or physical cues in the virtual environment.	1	2	3	4	5
				TOTAL:	0

Invest in Shared Vision

	1 Never				5 Always
1. Engage the team in developing and articulating a shared vision.	1	2	3	4	5
2. Find ways to routinely remind the team of its shared vision.	1	2	3	4	5
3. Use the team's vision as a tool to set priorities and allocate resources.	1	2	3	4	5
				TOTAL:	0

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Nurture Norms and Agreements

1. Engage the team in developing a set of values, norms and agreements for how they'll work together.	1	2	3	4	5
2. Use team norms, agreements and values as a tool for maintaining momentum and addressing problems.	1	2	3	4	5
3. Update norms and agreements as conditions and team members change.	1	2	3	4	5
				TOTAL:	0

Mine (and Mind) Your Meetings

1. Include in meetings considerable human interaction beyond the administrative and task focus.	1	2	3	4	5
2. Ensure even participation in team meetings.	1	2	3	4	5
3. Limit the use of the mute button during phone meetings to elevate engagement.	1	2	3	4	5
				TOTAL:	0

SCORING

Scores of 13-15 in any of the 5 categories indicate a strength that you'll continue to want to leverage toward enhancing connection within your team.

Scores of 9-12 in any of the 5 categories indicate an evolving strength, something that with additional attention and focus can be developed into a powerful tool for facilitating your team's success.

Scores of 8 and below in any of the 5 categories indicate an opportunity to evaluate your behavior, ask for coaching, and invest conscious effort in developing the skills you need to be able to create the connections your teams need to thrive.

See **Cultivating Connection Within Your Virtual Team: 26 Tips from A to Z** for specific strategies to enhance your virtual leadership effectiveness.

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