

The nature of work has changed.

Planning for new workforce realities with data and analytics.



www.betterworkplace.com



We are a data and insights company specializing in supporting hybrid workforce planning and optimization.





Scott Cressman, BDes Better Workplace

"You can't change people's behavior with facts and information alone. To accelerate change, you need to understand and connect with them emotionally. Human thinking and connection is a key to better planning, communication and a better world."



Colleen Killingsworth, MCM, APR, FCPRS Better Workplace

"Managing the complexities of flexible hybrid workforce planning is a priority for many organizations. Taking time to understand employee preferences and work environment, job and employee suitability is key to defining the right work arrangements for your organization."



Keep short

About this session:

Learning objectives

Upon completion of this session, participants will understand:

- · Current trends in flexible and hybrid workforce planning
- · How flexible hybrid work arrangements support retention, wellbeing, diversity, equity and inclusion, and environmental, social and governance (ESG) reporting
- · How the voice of the employee can help inform your workforce plans through data and insights
- · How data and insights can help determine the best work arrangement for each employee base on their preferences, and job, work and
- · environment suitability.

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About this session:

- 2 Parts Eyes of the employee
 - Engaging the employee
- 2 Breakouts
- 115-minute break

Questions? Please use the chat and we will address as we go

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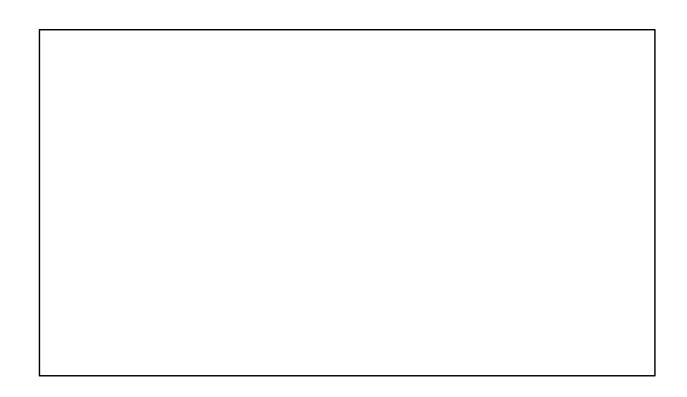


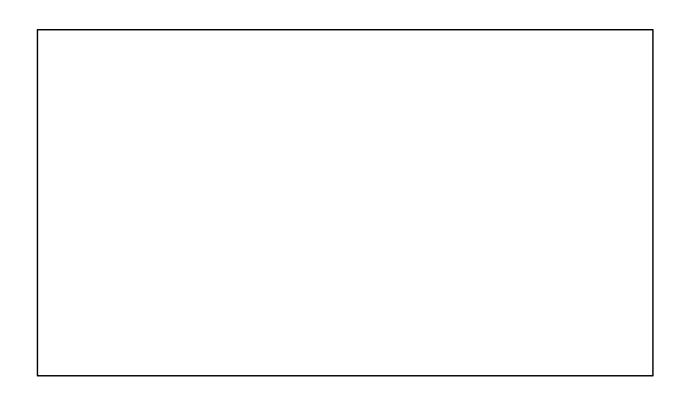
2 parts – eyes of the employee and engaging the employee

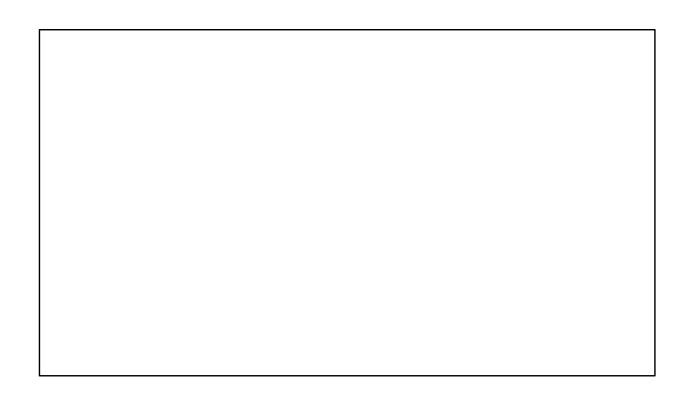
Quick Poll

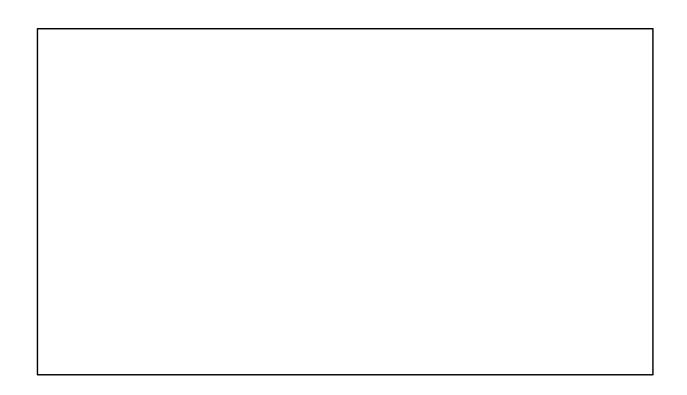
Employees have more choices in today's marketplace, and they know it. Employee experience is intertwined with recruitment and retention, so enhancing the employee experience is more critical than ever to attract and retain people.





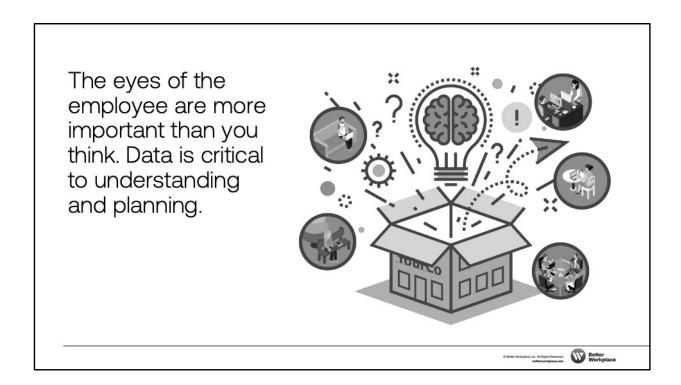


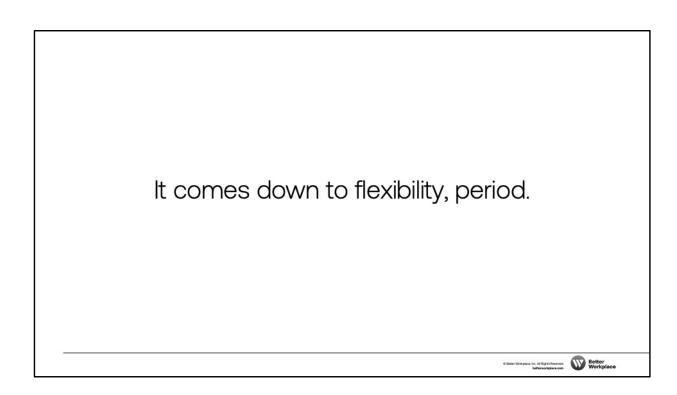


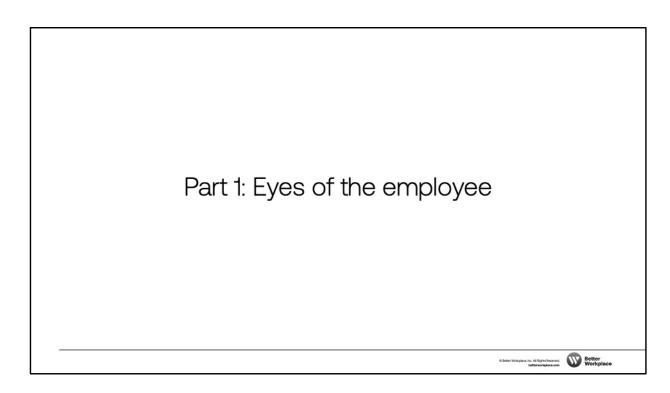


Some companies hope that everything will fit back in the box after this is all over with.

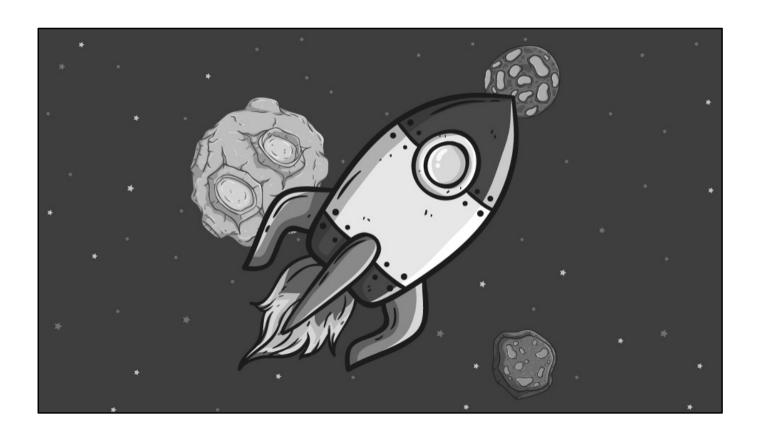
The reality is that employees and companies have pivoted. Employee workstyles and preferences have changed.







Their preferences, where they're at



Imagine your organization is a ship flying through space on a mission

It experiences any number of situations that impact direction, goals and the complement of people who are on the journey that work hard to make it all happen

As you've heard many times perhaps,

"We're building it and flying it at the same time"

so you need to be agile —

you can't see too far into the future but you need to be ready to deal with anything

It's complex – times are challenging and new factors are impacting you and your people continuously



You need their commitment, their energy and productivity, their belief in the organization and you all need to fire on all engines – all of the time



Your ship has just passed through the COVID asteroid belt for the last 25 months

As a result, you had to teleport most people off the ship for safety

With things improving, you are considering calling everyone back

Times have changed – 25 months is a long time



Your people have adapted, they have new freedoms, new routines and preferences

While likely more productive than two years ago, they have learned and for them a lot of benefits have been realized

The spaceship itself has new systems that enable remote piloting and operations



Meet Keri

Keri is 37 years old and is a divisional director of digital services

She has a good track record of performance, she's committed and works with other directors, managers and employees well

She has always been optimistic, naturally curious and is seen as someone who has a lot of potential with the organization

She has adapted and increased her ability to work remotely

Keri is a digital native and technology has enabled her to excel

Her energy comes more from within and she is less in need of everyday in-person people connections to motivate her or do well in her role

She has just been called back to the ship three days a week and she's apprehensive - bordering on angry

The online work world that Keri has created is great, and is working

She works longer hours than when she was on the ship, but she saves about 10 hours per week on teleportation With Trans-Ion prices as they are, it's a huge cost savings With inflation, risinfg interest rates and everything in general, money doesn't go as far as it once did

Flexibility has been realized and Keri is thinking - a lot

"Why do I need to fall in line with new work guidelines when I can be just as effective remotely?"

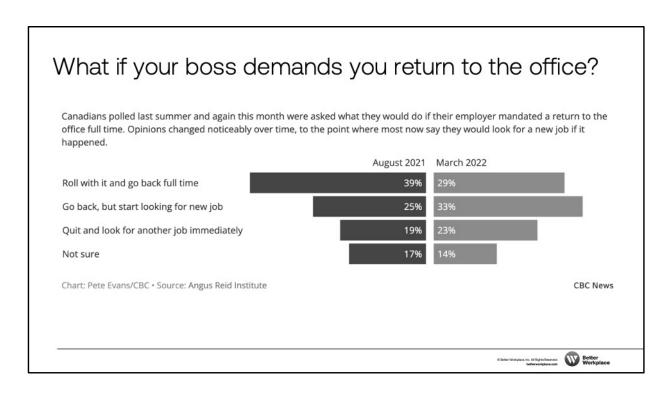
"I've returned to the ship and now I sit in my chair and work 3 days a week – I'm spending money needlessly and I now have additional work stresses"

"There are people who came back 5 days a week. Will they get more opportunities for advancement them me?

"I don't get this organization and they don't care or understand me"

"Time to consider other options – life is short"

Houston, I think we have a problem



We are squarely not returning to any previous normal

Canadians' eyes are wide open

More than 70 percent of Canadian positions can be done remotely

Issues of employee retention, well being, DEIB, and impact on ESG are in focus

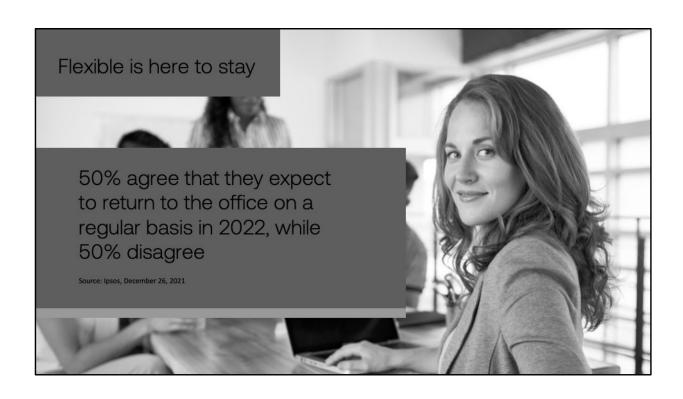
How do you create the best operating and performance environment to move forward?

How do you take all of the external research, facts and information out there and make sense of it and in a way that is appropriate for your organization?



Let's consider some big numbers from the past year







Flexible is here to stay

Nearly 9 out of 10 (87%) employees do not want to work from the office full-time. Nearly half (45%) would be happy to never step foot in an office again, while 42% indicated that they prefer a hybrid model that splits time between home and office. And 71% would choose to be able to work from anywhere over a job promotion or compensation increase.

Source: The Future Of Work In 2022 And Beyond – Forbes Magazine



An Ivanti survey found that nearly 9 out of 10 (87%) survey respondents do not want to work from the office full-time.

Nearly half would be happy to never step foot in an office again, while 42% indicated that they prefer a hybrid model that splits time between home and office.

One shocking stat is that 71% stated that they would choose to be able to work from anywhere over a job promotion or compensation increase.

Flexible is here to stay 879/0 of employees want to be in control of their schedules and have their performance measured purely by results Source: Qualtrics XM, Feb 2022

They have a sense of control and trust in what they bring to the table in things like performance

Flexible is here to stay

58% agree that they miss being with their colleagues in person, while 42% apparently don't.



Source: Ispos, December 26, 2022



Flexible is here to stay

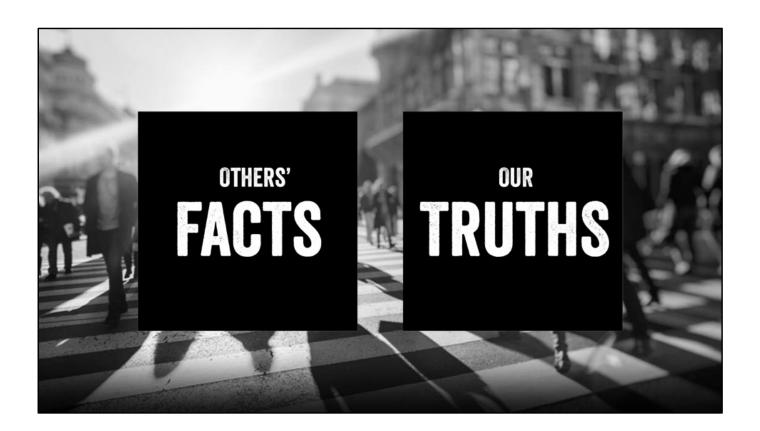
Why employees are leaving.

- Remote Work Opportunities - 45%
- · Flexibility to Care for Family - 40%
- Flexible Work Hours 34%
- Inability to Follow COVID-19 Safety Protocols - 34%

Source: Workforce Realities, January 31, 2022



Let's consider some big numbers



This is all good to know and there are trends that reflect directly on your situation and challenges

Problem, all of these are facts and trends that are out there for anyone to see. A questioning employee group will find them on their own – they are empowered to rationalize what they feel is best for them

In the end, there is a chasm between where the organization feels it needs to be, based on any number of <u>assumptions</u>, against the attitudes and sentiment of employees also based on <u>assumptions</u>.

At the centre is an opportunity to come together to mutually discover and understand why your organization and its connection with people needs a rethink in order to meet its objectives and performance targets

It's time to consider rethinking the workplace with data that supports change.



"In my 30 years at London Business School, I've never seen such an astounding opportunity to reimagine work,"

Lynda Gratton - professor of management practice at London Business School

London school of business quote

"In my 30 years at London Business School, I've never seen such an astounding opportunity to reimagine work," - Lynda Gratton - professor of management practice at London Business School

This is where data and analytics paint compelling pictures for both you and your employees

This is not the time to hope that everything will return to normal

That normal is gone and maybe for the better

What can be learned from the last 25 months?

It's a time to plan, rethink and in big and not so big ways, plan for the benefit of everyone in the organization



You can't change people with facts and information alone

You should listen to and understand them, what drives or holds them back, what their concerns may be

It's an **emotional** topic and data can help reveal insights about that can help you to engage employees in new ways

Data helps us understand <u>what they will</u> do for organization and what they <u>won't or can't</u> do

It's not about changing people...they've already done that for themselves

It's time to understand a new set of dynamics and what the impacts are - positive, neutral and negative

We should listen to employees to better understand what is important to them and their time at work.

We need to listen to employees to discovery keys that can unlock the future



What if you were connected to your employees in a different way?

What if you could measure change based on factors that your people feel are important to do their work well while at the same time understanding the individual and cumulative benefits or issues with planned changes going on?

What if there was a magic algorithm that brought everything together that would provide insights and deltas between your workforce now and in the future?



This is the domain of data, insights and making more informed decisions

Back to Keri

We only know Keri really by performance reviews and anecdotal information from supervisors and co-workers

We don't know how her attitude and outlook has shifted due to COVID

We really don't know much about her workstyle preferences and how she connects best with others as a high performing employee

We don't know her life circumstances that may impact her job satisfaction and performance

We don't know how the organization impacts her monthly bottom line

We definitely don't have insights into why she may be considering leaving the organization

It's very grey and when multiplied across hundreds and perhaps thousands of employees you are at best flying a bit blind

Data and insights can go a long way to understanding and planning that can help retain and align your people

Breakout session #1 Hybrid workforce planning

Zoom Info:

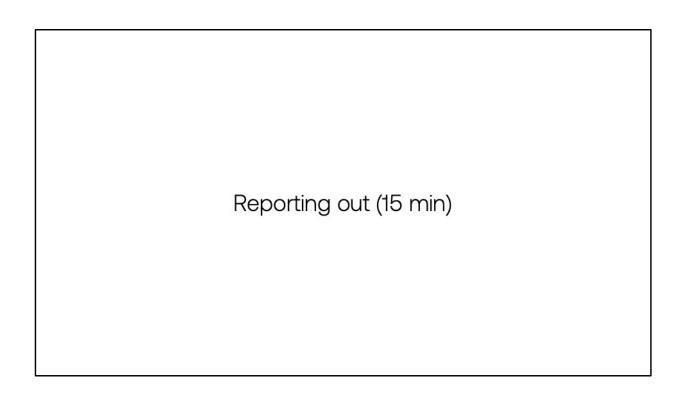
- Groups: You will be randomly places into a breakout group of ** people.
- · Leader: Please assign two people to lead the session:
- One leader will lead the discussion and open the floor in the breakout
- One leader will take notes and report back to the main discussion Zoom room
- . Time: The breakout session will last 15 minutes.
- Moderators: A notification will be given in the chat of when 5 minutes are left in the session
- Final countdown: When 1 minute remains, a countdown will appear on your screen, and you will automatically be placed back into the main Zoom room
- Presentation: When we return, group leaders will share their team thoughts either verbally or in the chat.
- Returning: If your team finishes before the 15 minutes are up, you may return to the main Zoom room. We will notify everyone in the chat when it is time to reconvene.

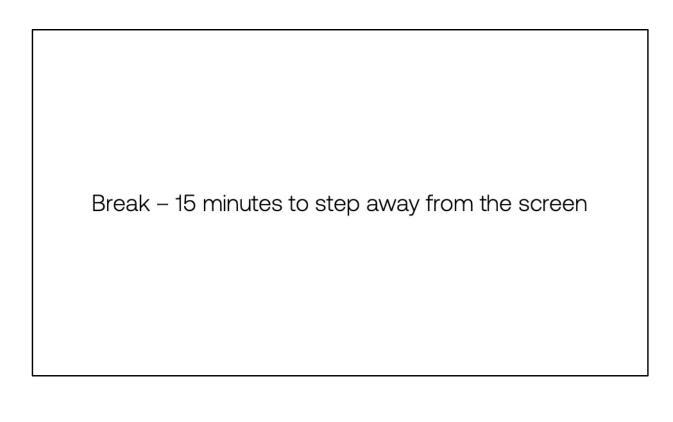
Breakout discussion:

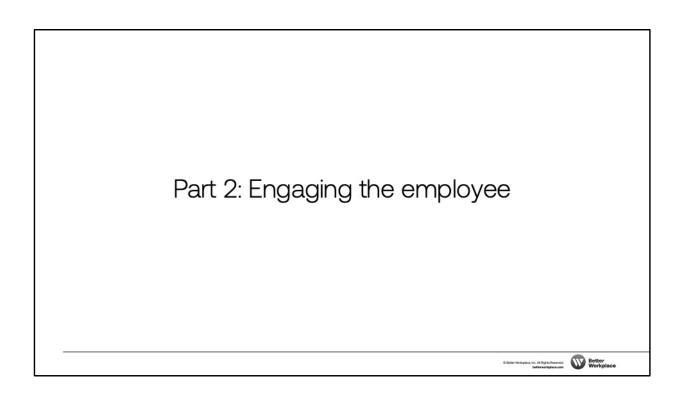
Hybrid workforce planning

Suppose your organization is considering piloting or adopting a flexible hybrid workforce strategy as you plan for the future post-pandemic. You have had a number of conversations with your team, leaders and peers from other organizations. It seems everyone is struggling with finding the best approach and how to ensure leadership support for a consistent people experience.

- How can you adopt a flexible hybrid workforce strategy when your company has a lot of other priorities?
- How can you leverage your people strategy to support the adoptions of a flexible workforce strategy?
- · What information would you need to build the business case?
- · How could you pilot a flexible hybrid work program?
- · What are your metrics for success?







Consider 4 measurable dimensions

Employee Retention Employee Wellbeing Diversity, Equity & Sustainability & Governance

Let's look at 4 factors related to flexible work and people that can help augment traditional employee surveys and yield new insights about why your people feel connected/disconnected

First, for many employees, the cheque is only a part of why they love working for your organization.

The money is a driver.

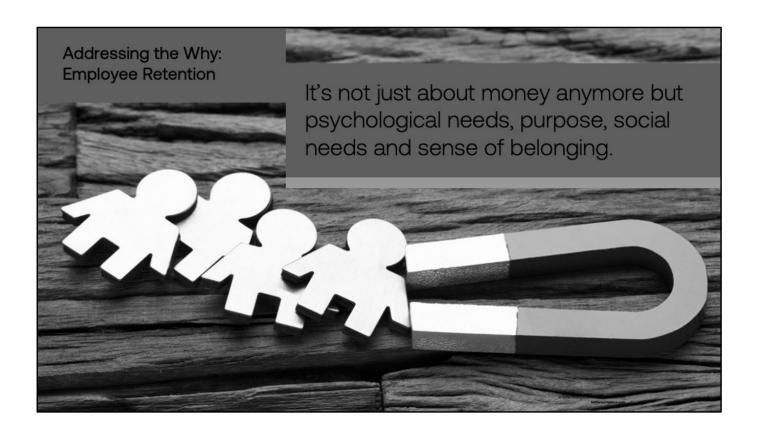
But it's combined with the joy of work, their passion, what they receive as an exchange with others that define the opportunity and their satisfaction with work.

Understanding their beliefs about the organization is important.

The **Why** of the organization and the things that support it become the building blocks of belief creation, alignment and self-generating energy.

If your people don't understand why the company is doing what it's doing, why they're not included in decisions that affect them and why a return to work policy doesn't align with them,

It can cause alienation and concern.



Employee Retenntion

It's not just about money anymore but psychological needs, purpose, social needs and sense of belonging.

38% of hybrid employees say their biggest challenge is knowing when and why to come into the office, yet only 28% of leaders have created team agreements to define these new norms.

Addressing the Why: **Employee Retention**

Employees have shifted their work-life balance priorities

Compared to before the pandemic, 47% of employees are more likely to put family and personal life over work

And 53% are more likely to prioritize their health and wellbeing.

Source: Jared Spataro, Havard Business Review on Microsoft Work Trend Index, Mar 2022

But it doesn't come without some concerns

46-56% expect those who go back to in-person work will have more opportunities for career growth than those who continue to work remotely

Source: Angus Reid for Cisco Canada, Oct 2021





Employee Wellbeing

Stress, pressure to align, mental and physical wellbeing are weighing heavily on employees.

Managers are especially caught between upper management and employees.

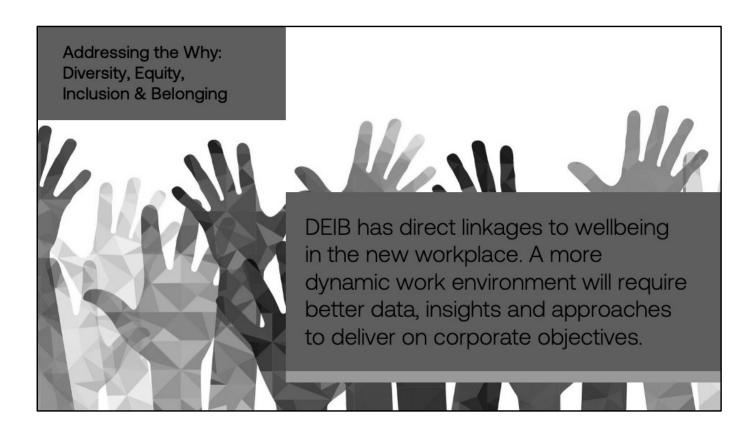
How do you measure this?

"Employees report that returning to on-site work has impacted their mental health. The return to a post-pandemic new normal is not a simple overnight switch from remote to on-site activity; many organizations are planning enduring changes to operating models and adaptable, resilient mindsets to ensure that all of their employees are able to work in inclusive environments that support their best work." Return to work in a psychologically safer office | McKinsey

"33% of Canadian employees said that being offered flexibility is the most important

action from their employers to support their mental health."

https://www.hcamag.com/ca/news/general/how-to-support-mental-health-in-a-post-pandemic-canada/397223



Diversity, Equity, Inclusion & Belonging

Each has direct linkages to wellbeing in the new workplace.

A more dynamic work environment will require better data, insights and approaches to deliver on corporate objectives.

How do you measure this?

Remote work can increase the inclusivity of workplaces by removing geographical barriers to employment and creating more career opportunities for those who otherwise feel excluded.

https://medium.com/@ConsultXperts/remote-work-promoting-diversity-and-inclusion-in-the-workplace-5b08ba7551aa

According to McKinsey, companies that are gender diverse have a 15% higher chance

of gaining better profitability, and ethnically diverse organizations experience a 35% improvement in performance when compared to their non-diverse counterparts. https://medium.com/@ConsultXperts/remote-work-promoting-diversity-and-inclusion-in-the-workplace-5b08ba7551aa

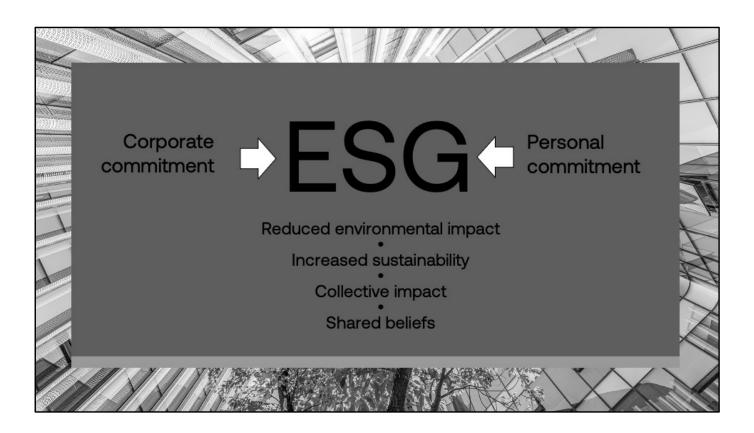
Diversity, equity, and inclusion (DEI), is important to workers. 72% of employees say that DEI is somewhat to very important to them, and the number is even higher for Gen Z workers (86%) and Black workers (87%).

https://hrdailyadvisor.blr.com/2022/03/18/two-years-into-covid/



Environment, Sustainability And Governance

Corporate ESG commitments should come together with employee ESG measured savings.



How do you measure this?

Date delivers over time but we need to ask the right questions.

How do we really know what's going on?

- · Are employees filling roles that are the best fit the best way for your company?
- What data can you generate that reveals an accurate rolling image of workforce preferences and attitudes?
- · How will you best manage the potential that has been created over the last 2 years?
- How will you plan for the future?

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How do you have the right conversations with the c-suite?

Back it with data.



Once we understand what is possible, how do you have the right conversations with the c-suite?

Here are some points:

Help the C-suite see the value of flexible, remote workforce planning through data and analytics.

Begin by learning about how your leadership views flexible and remote work. Then demonstrate the potential business value (i.e., Retention, etc.) through your data and analytics.

Manage up with a solid business case to instill confidence, so the C-suite quickly buys into what you are doing and why.

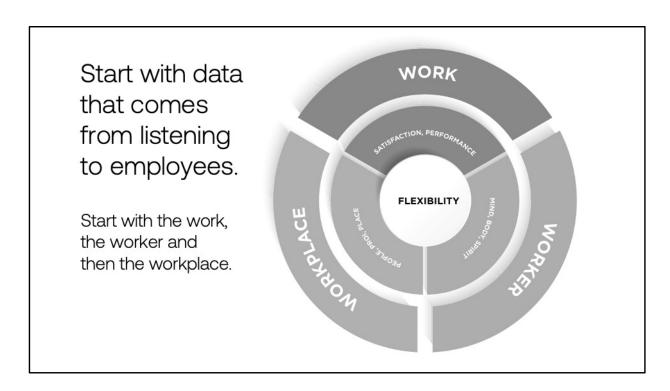
No one has it this right.

Create a quarterly report for leadership.

Provide them with measurable information and insights about your organization through the "voice of the employee" along with

what's going on with your peers in the industry.

When presenting data, focus on the "why" and tie it back to larger people strategy and its objectives.



Start by exploring the employee experience from several dimensions.

The work they do.

Who they are as individuals.

The the workplace itself.

The work, the worker and the workplace are three connected elements that should be understood both by the organization but also by the employee.

There are many insights to be gained.

Gather intelligence before planning

The voice of the employee helps companies make decisions about the future of work.

Understanding the physical workspace

Physical environments that reduces risk

- Home office technology, furniture, and security gap analysis
- Inventory of company vs personal technology
- Reconfigure workspace design for social distancing guidelines

Preparing the workforce

Approach remote, hybrid and in office backed by data

- Identify essential job functions and those that can be performed remotely
- Inform a phased/staggered return to workplace plan
- Insights into employee remote working
 preferences

Understanding personal health & safety

Procedures to ensure employees feel safe

- Employee expectations around cleaning protocols, PPE, and self-assessments
- How to manage shared spaces and limiting interactions

Developing workforce policies & procedures

Policies and procedures that support your return to work plan

- · Flexible and remote working arrangements
- · Use of shared spaces
- · Clean desk policies
- · Impacts on employee benefits

Mastering telework

Remote work arrangements and your culture

- Ensure employees have the proper space and equipment
- Ensure employees have the right tools to support the work, connectivity and collaboration

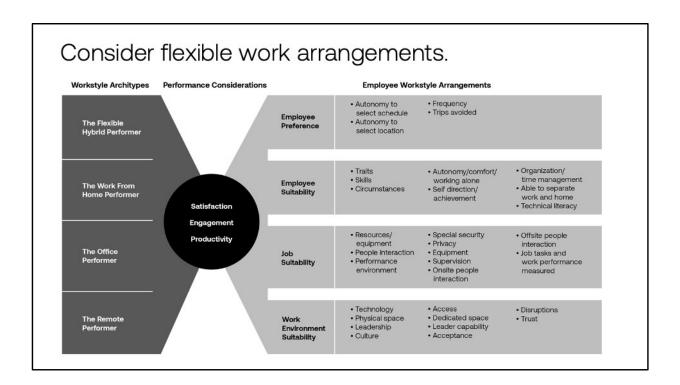
Understanding your triple bottom line

Mitigate COVID-19 and future issues and enhance triple bottom-line benefits

- Identify the environmental, social and financial benefits associated with hybrid work, e.g. reduced emissions, accidents avoided
- Measure and report savings based on survey population

Before planning begins you should ask questions that can help lay the groundwork for your strategy.

Here are six aspects that data and insights can paint a compelling picture.



Consider how you will create job satisfaction, employee engagement and productivity

Model employee workstyle preferences by considering what can make their workplace experience better.

Work profiles predict where employees see themselves as most engaged to perform their jobs productively by looking at their work and work preferences.

Data can help us understand workstyle considerations that involve the preferences of employees, their suitability for the work, the suitability of the job and the suitability of the work environment.

Here's a sample of the details of the work profiles:

Flexible Hybrid Performer

Flexible Hybrid performer prefers flexibility to start and finish work the workday. Will work remote if needed. This role is 1-3 days a week in the office or at home. This arrangement is for someone who can perform their work in various locations, e.g. either in the office, a coffee shop, a collaboration centre or at home. This role is likely in the office only for meetings.

Office Performer

The Office Performer prefers a set schedule during business hours and working in the office. The Office Performer may also have resources, equipment in the office that make it necessary to be there all the time. This role is 80- 100% in the office, likely essential. Potential to work 1 day from home on occasion.

	Data and Insights	
Generate insights to	Return to Workplace	Importance employees place on health and safety protocols, staggered return, in-person meetings, common spaces, daily self-assessment, office layout and wearing masks
help make	Working from Home Frequency	Employee preferences for the frequency of working at home
	Challenges Working from Home	Challenges employees face working from home
more informed	Work Profiles	Percentage of users in each of the four standard work profiles
decisions.	Work Arrangements	Percentage of users in each of the defined work arrangements – home or office
	Enablers per User	Enablers selected by each employee
	Annual Savings Potential Organization	Annual potential savings for the entire organization
	Annual Savings Potential - Surveyed Population	Annual potential savings for the surveyed population
	Employee Sustainability Report	Actual employee reported commute savings
	Scenario Planning	Annual potential savings for work arrangement breakdowns set by the organization
	Risk Assessment	Percentage of employees who do not have a set of required enablers

Asking a set of questions enables you to gain insights that can help you make more informed decisions.

With our WorkFit product, we begin by gathering information

- employee's commuting experience
- the types of technology, space and furniture they have in their home office to support productivity

along with the 28 standard questions that feed our work profile algorithms.

We also provide the opportunity to add custom questions to gather data and insights based on your specific to your needs.

The data generated flows through our algorithms to generate the reports and insights required to help you more easily capture an employee's share of voice to better inform planning and decision making.

Assess employee input and sentiment.

Model impacts through ongoing data gathering and analysis as time and circumstances change.



And it isn't a one and done exercise.

As we've illustrated, time changes and employee attitudes, needs, circumstances and any number of influencers happen.

Things will change.

By working with your people on an ongoing basis, new data can support new insights.

Over time, data can paint a picture of change and the deltas that emerge can lead to new understanding that can help shape better work experiences for both employees and the organization.

This is an example of the individual employee report generated based on the data provided as part of their assessment survey. In asking the employee to contribute their thinking we automatically generate a response.

Instead of a simple thank you for participating we give them a sense of how they fit and how as an employee they have a part in the overall experience they are creating and sharing with others. Incorporating the voice of the employee in planning can lead to:

- Increase wellbeing
- Enable the right tools
- Deepen engagement
- Increase contribution
- Realize savings



It can drive better employee outcomes that support retention

- Leadership
- Performance
- Engagement
- Retention
- Organization savings
- Personal ESG commitment and savings



Breakout session 2A Using data and analytics to inform your planning

Breakout session 2A: Using data and analytics to inform your planning

Zoom Info:

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Breakout discussion:

Using data and analytics to inform your

flexible hybrid workforce planning

Suppose your organization had been considering piloting a flexible hybrid work program prior to the pandemic shutdowns. You had been gathering some pulse check survey data to get your employees' perceptions on the opportunity, then everyone was sent home to work. Now two years later as you are planning for the return to office, you have dusted off the pulse check surveys and have gone back out to your employees to see how their perceptions have changed, or not. You are concerned about the potential attrition and the 44% of employees who have indicated they are looking for a new job as part of the great reshuffle.

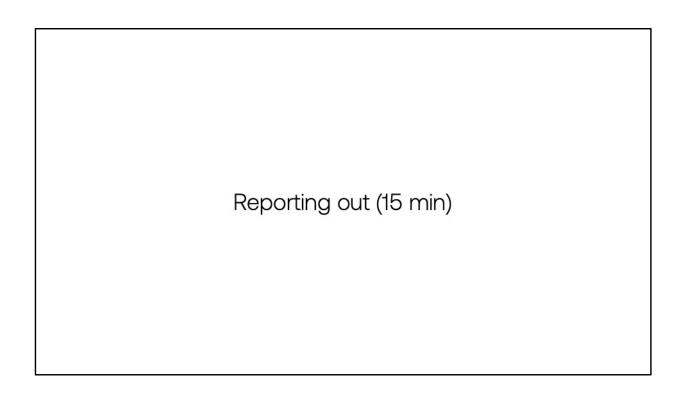
Part 1: Questions

- How can you use the data and analytics to inform your workforce planning and business case?
- What things should you consider based on what the data is telling you?
- How do you move this up in your organization? How do you use the data and analytics to get leadership buy-in?
- What data and insights are going to help you build the business case, argument for

a flexible hybrid work pilot program?

Frame five (5) key points that you believe are compelling points to sell your leadership on.

Data - Q2 2021	Data - Q1 2022
Challenges working from home 35% of employees lack a proper desk and chair, and are experiencing network connectivity issues in their home workspace. Conversely, the same number reported not experiencing any challenges	Challenges working from home • A few are still experiencing challenges not having a proper chair (21%) and with network connectivity (10%)
Level of distraction The majority (55%) of employees reported not having dependents at home during working hours. For those who do or sometimes do have dependents at home during working hours (46%), the majority (56%) reported their dependents create minimal distraction during working hours.	Level of distraction The majority (7%) of employees reported not having dependents at home during working hours. For those who do or sometimes do have dependents at home during working hours (29%), the majority (47%) reported their dependents create minimal distraction during working hours.
Staggered work The majority (59%) believe it's important to stagger employees' work schedules when returning to the office	Staggered work In 2022, there was a 22% decrease in the number of employees who believe it is important to stagger work schedules when returning to the office.
Office layout - 83% believe it's important to change the office layout post COVID-19 to accommodate social distancing	Office layout There was a 96% decrease in the number of employees who believe it is important to change the office layout to accommodate social distancing
Preference for where to work in a post pandemic environment 45% of employees prefer to work four days a week in the office 30% reported improved work-life-balance as the driver for their work location	Preference for where to work in a post pandemic environment The majority of employees (56%) prefer working in the office 2-3 days a week, while 10% prefer to work from home 100% of the time The main drivers for employee preferences for where they work are improved work-life-balance, and feeling more productive working from home.
Preferred days to WFH The majority (30%) of employees would prefer to work from home Monday, Wednesday and Friday 22% would prefer a more flexible option for when they come into the office	Preferred days to WFH • The majority (50%) of employees would prefer to work from home Monday and Friday, and in the office Tuesday. Wechesday and Thursday • 40% would prefer a more flexible option for when they come into the office
Additional considerations that need to be taken into account when returning to the office The majority (53%) reported being or having an immunocompromised individual in their house hold as a key consideration Others (20%) reported needing to take child care and home schooling (9%) into consideration	Additional considerations that need to be taken into account when returning to the office 38% fewer employees identified being or having an immunocompromised individual in their house hold as a key consideration The following considerations experienced an increase: Child care (22%) Home schooling (46%) Adult care (77%)



Breakout session 2B Using data and analytics to inform your planning

Breakout session 2B: Using data and analytics to inform your planning

In your post-pandemic planning, you discovered the workforce scenario planning tool by Better Workplace which provides a high-level modelling of employee work-style preferences towards triple bottom lines of profit, people and environment. Using this tool, you have been able to capture the potential general savings that your company could achieve toward better planning outcomes.

- How do you incorporate this additional data and insights into your business case?
- Who in your organization would be interested in how a flexible hybrid work program could support the organization's social purpose outcomes?

Workforce Scenario Planner Report: Better Workplace

Business Sector: Banking Country: Canada

Step 1: Pre-Covid-19 Savings

Number of Employees: 152

Employee Work Style Preferences

• 30% Flexible

- 5% Home
 58% Office



III.

161,880

83,790 Save more than 83,790 lbs CO2e in emissions from offices

\$191,923

€

\$348,807

Save \$348,807 in

infrastructure and

employee commuting



This FREE report is a part of our flagship product WorkFit™ and it provides high level modeling of employee work-style preferences toward triple bottom lines of profit, people and environment.

This report identifies general savings that your company can achieve toward better planning outcomes. Data generated can also be used to estimate corporate social purpose outcomes.

Save \$191,923 in infrastructure and employee commuting



9,956 Avoid 9,956 car trips



Invest 4,978 hours back into the community based on time saved commuting

Step 2: Present Savings Projected Date:

Number of Employees: 152

- Employee Work Style Preferences

 34% Flexible
- 24% Home
 42% Office
 0% Remote

Save more than 161,880 lbs CO2e in emissions from offices Step 3: Post-COVID-19 Savings

Number of Employees: 152 Employee Work Style Preferences
52% Flexible
16% Home
32% Office
0% Remote



141,360 Save more than 141,360 lbs CO2e in emissions from offices



Save \$323,386 in



15,048

Avoid 15,048 car trips

commuting

16,720 Avoid 16,720 car trips

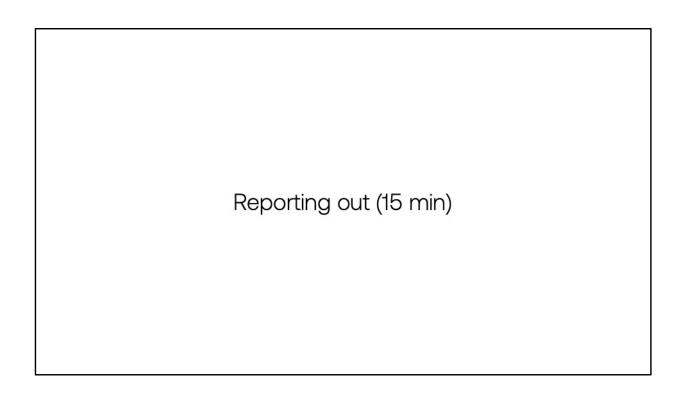


7,524

into the community based on time saved commuting

est 7,524 hours back

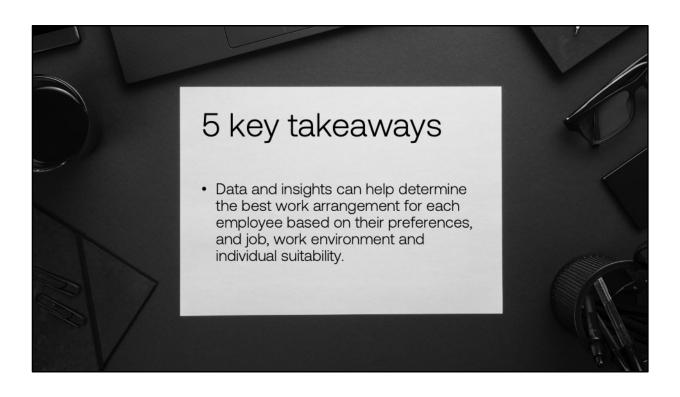
8,360 Invest 8,360 hours back into the community based on time saved commuting



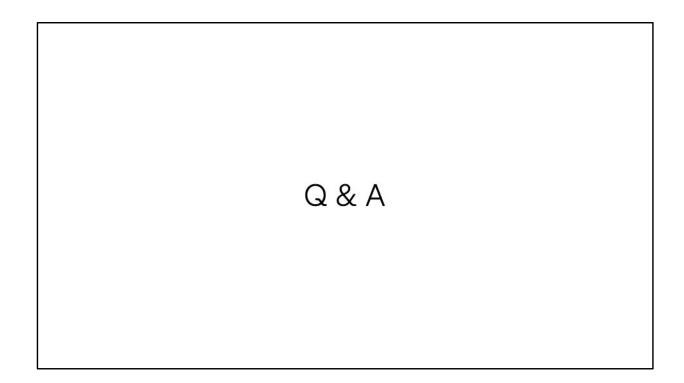












Next steps following this webinar

Webinar Evaluation Survey

Share with us how We did. It's always great to hear your thoughts. Better Workplace CPHR Webinar Resource Page

We'll send a link to webinar attendees so you can access our materials. White Papers and Case Studies

The resource page will include white papers, case studies, access to our scenario planner tool.

Information
About Upcoming
Focused
Webinars

Watch for future Better Workplace webinars.



Thank you.