



Returning to Work: Technology & New Ways of Working



superhighways
harnessing technology for community benefit

About Superhighways



Providing tech support to the sector for over 20 years

- ✓ [Training](#)
- ✓ Support
- ✓ Consultancy
- ✓ Digital inclusion
- ✓ [Datawise London](#)
- ✓ [#StayHome resources](#)

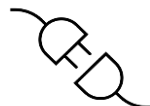


E-news sign up <https://superhighways.org.uk/e-news>

Returning to the office - logistics



- ✓ Going to need to move your desks / workstations to social distance?
 - ✓ Do you need extra extension cables, longer network cables etc?
- ✓ Going to be using laptops more in the office?
 - ✓ Do you need to buy hubs / docking stations / monitors?
- ✓ Going to continue with staff working more flexibly and from home?
 - ✓ Do you need remote working / homeworking / bring your own device policies?



Stay safe online – best practice



- ✓ With an increase in cyber attacks exploiting vulnerabilities during the pandemic...
 - ✓ Be vigilant against phishing emails
 - ✓ Check personal devices are protected with anti virus and use supported operating systems
 - ✓ Should you be using encryption – laptops and emails
 - ✓ Ensure robust passwords
 - ✓ Build a culture where people ask and report incidents
- ✓ [NCSC Small charity cyber security guide](#)
- ✓ [Stay safe online – top tips for staff](#)



Doing things differently



WHAT'S WORKED WELL FOR
YOU?



WHAT WERE YOUR MAIN
CHALLENGES?



HOW WILL YOU CHANGE
MOVING FORWARDS?



Back to work – new ways of working →

- ✓ Going to be having meetings with some people in the room and others joining remotely?
 - ✓ Do you need a desk microphone and monitor / webcam in meeting rooms?
- ✓ Going to be continuing running online activities / services
 - ✓ Do you need web cams for your PCs and good headsets?
- ✓ Going to continue working in the cloud?
 - ✓ Do you need to review how your data is organised and where it's stored?



Collaborative & online tools to try →

- ✓ Office 365 & Teams
- ✓ Gsuite & Google Meet
- ✓ Zoom
- ✓ Jitsi

Not a registered charity?

- ✓ Asana, Trello, Slack
- ✓ Whiteboards– MS Whiteboard, Google Jam Board, Miro, Mural

[Read our #StayHome blog post series](#)



Need help?



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