[A picture containing drawing

Description automatically generated](https://bit.ly/3e219Bi)**REMOTE COMMUNICATION DOs AND DON'Ts**

|  |  |  |
| --- | --- | --- |
| DO | ACTIONS PLANNED / TAKEN | DO NOT |
| Share industry news. |  | Over-Communicate. |
| Remind the team of shared purpose. |  | Make assumptions. |
| Assert yourself. |  |  |
| Be upfront about your needs. |  |  |
| Schedule meetings mindfully. |  |  |

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