

How Teams Collaborate

Where they work, how they work, and why



Your team uses many tools

Regardless of your industry, company size, or location, there's not one type of employee. Your employees span multiple generations, departments, office locations, and personality types—and naturally, their collaboration styles differ too.

Because of these differences, they request unique apps and tools:



730
Organizations use an average of 730 cloud-based applications.¹



90.8%
But, these apps may come with security or productivity risks. An estimated 90.8% of apps in use aren't enterprise-ready.¹

To keep employees engaged, businesses must adapt to their technology needs. Here's what you need to understand about your employees and the way they collaborate...

Complexity of collaboration styles

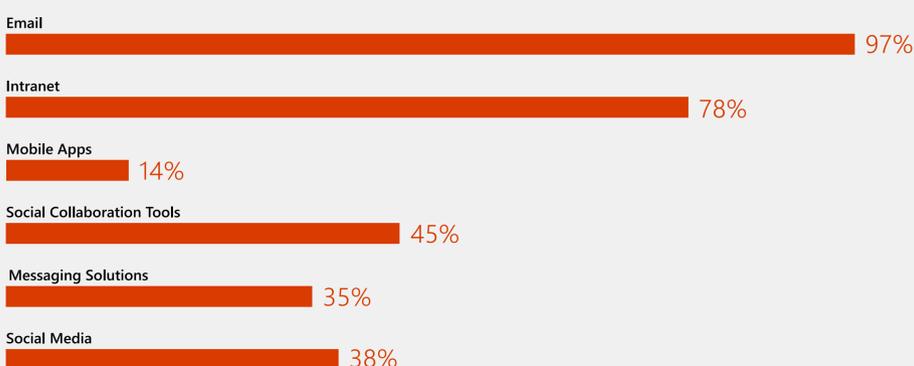
Your workplace is more diverse than ever, and there are now many types of employees. They come from different generations, have different personality types, and use different tools to get work done.

In 2015, the U.S. labor force was 34% Millennials, 34% Gen Xers and 29% Baby Boomers.²

An estimated 50–74% of people are extroverts, while 16–50% are introverts.³



Utilization of communication tools by employees:⁴



Regardless of their role within your organization, employees want the option of working outside the office:

Organizations are working with freelancers and contractors more than ever before:



80%–90% of the U.S. workforce says they would like to telework at least part time.⁵



43% of the U.S. workforce will be freelancers in 2020.⁷



60% of today's office-based employees are expected to work remotely by 2022.⁶



49% of organizations say their need for contingent workers will continue to grow over the next 3–5 years.⁸

Connect your team with the right tools

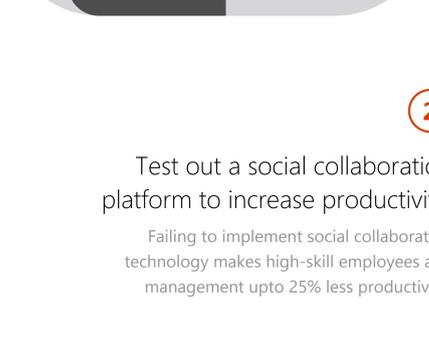
So, what can you do to promote collaboration and productivity for the different types of employees at your organization?



1

Adopt video conferencing tools for collaboration with employees who need to work from home.

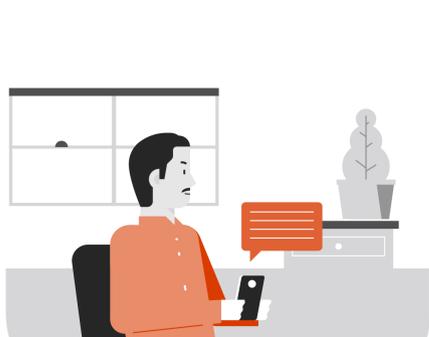
87% of employees note that video conferencing allows them to reduce travel.⁹



2

Test out a social collaboration platform to increase productivity.

Failing to implement social collaboration technology makes high-skill employees and management up to 25% less productive.¹⁰



3

Rely on an integrated suite of tools (instead of multiple, single-vendor products) that lets employees choose the ones that work best for them.

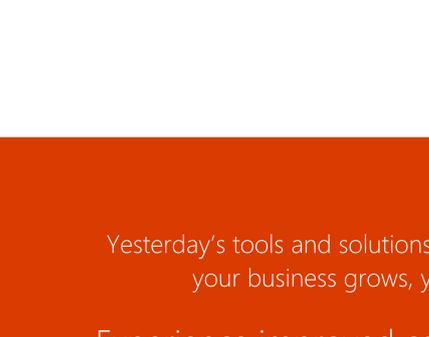
45% of Millennials say instant messaging tools are their preferred workplace collaboration tool, while 36% of Baby Boomers name them as the least effective.¹¹



4

Allow flexible work locations for increased productivity when your employees need it most.

More than two-thirds of employers report increased productivity among teleworkers.¹²



Yesterday's tools and solutions won't help today's employees. And as your business grows, your employees' needs will too.

Experience improved collaboration for yourself with a free, guided tour of the Office 365 platform:

<https://resources.office.com/en-us-landing-guided-tour-test-drive.html>

SOURCES:

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