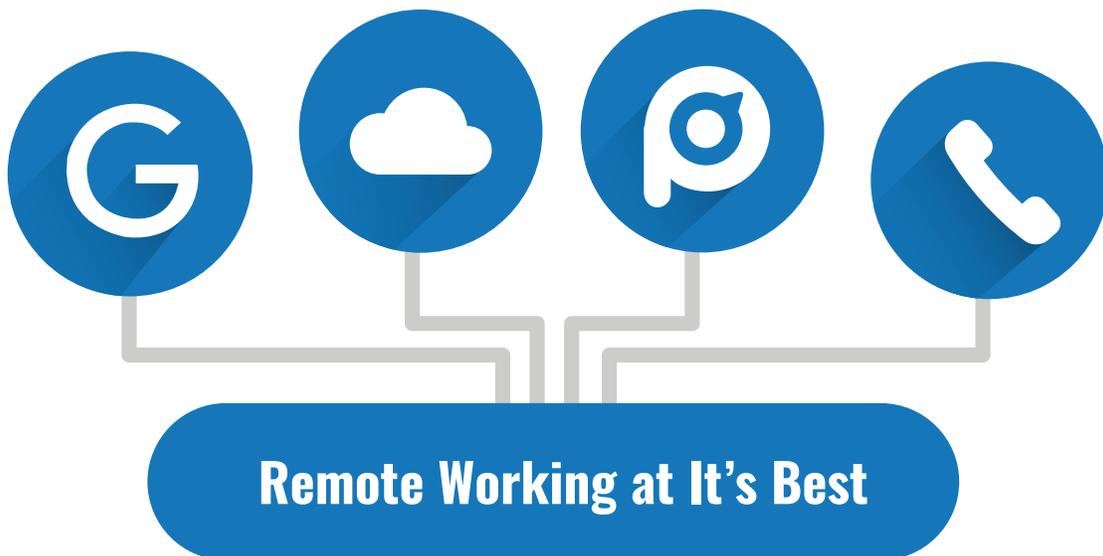# Essential Tools for Remote Working

The freedom to work from anywhere enables stronger workplace engagement, increased productivity, satisfaction, and confidence in the abilities of employees.

Working and managing remotely has never been easier than it is now, thanks to some of the incredible tools available on the market that allow for instant communication and collaboration between your entire team.

If you're planning on working or managing remotely, we recommend these four tools for your team.
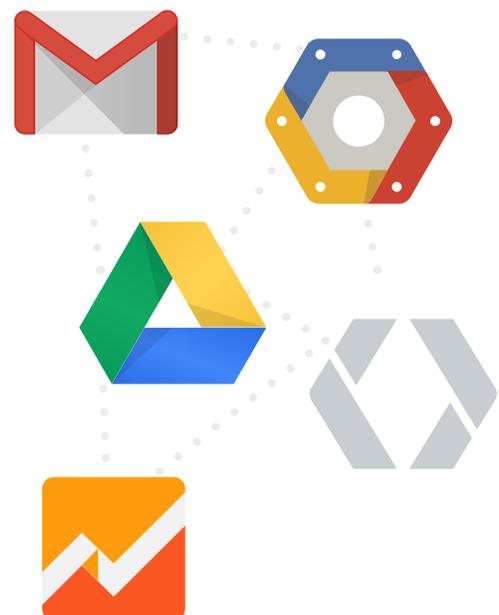

Remote Working at It's Best

G Suite

Google's G Suite is the ultimate easy-to-use cloud-based productivity suite for your team.

G Suite allows users to access Gmail, Docs, Sheets, Slides, Drive, Meet and other useful Google exclusive tools that will allow your users to communicate and collaborate in real-time. These tools can be accessed and used at home or on the go, allowing your team to work when they want, how they want.

All of your emails and files are stored in one secure cloud-based space, allowing for easy and reliable access.

Remote management is also possible through G Suite, using the many admin tools at hand such as controls, insights, and user auditing. All these versatile features are available at an affordable per user cost.

CRM

Any remote sales team wouldn't be complete without a tool that helped to organize customer relationship management (CRM).

Luckily for remote teams everywhere, there are some great CRM tools currently available. Most CRM tools come complete with seamless G Suite integration, designed to work with productivity tools like Docs, Sheets, Slides, and Gmail.

These customer relationship management tools allow you and your employees to work right from your inbox, cutting out the need for additional software and raising productivity – your inbox is a one-stop shop that will benefit your clients, leads, and sales in the long run.

G Suite integration eliminates the need for manual entry – automatically linking to company wide emails, files, and events.

These tools help your remote team to add contacts, track email opens and views, and more from the comfort of

their inbox. Employees will be able to stay on top of clients and potential leads through features like automatic alerts, syncing with your established Google contacts, and custom report building that provides your entire team with easy to use data straight from Google Sheets.

CRM solutions are the perfect tool for managing customers and for keeping detailed files on all past, present, and future clients.

You'll be able to capture emails between your entire team and one client with your CRM, allowing for complete workplace transparency. Filters and actions can also be triggered based on established email filters, which can be used to notify other staff members.
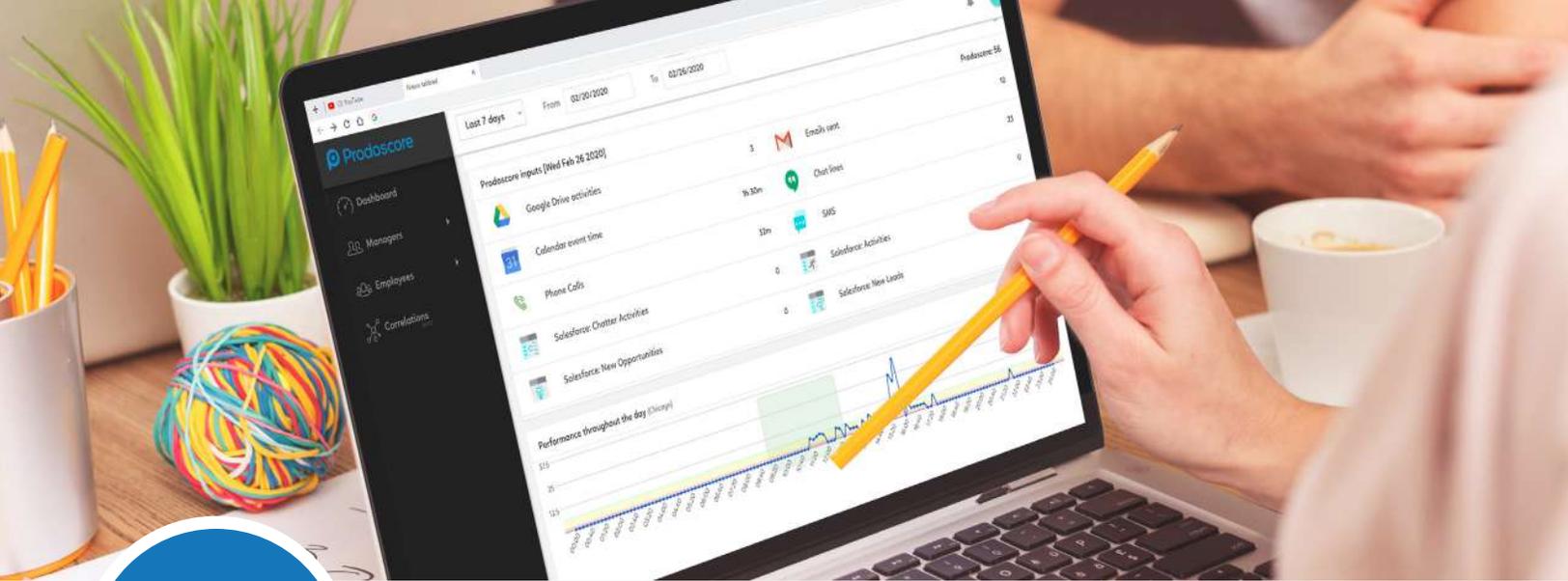
An integrated CRM removes the burden of managers having to constantly check in on employee activities, instead providing reports and client files at the touch of a button.

With a fully integrated CRM solution, email and call records can be retrieved by your entire team immediately by searching through customer records. Calendars can be shared across your organization, allowing management to keep track of what their employees are focusing on, and hone in on potential areas of improvement.

Some excellent CRM solutions include Salesforce and SugarCRM, both of which can be easily integrated with Google's G Suite, maximizing the productivity of both management and remote employees.

Prodoscore

Prodoscore is a must-have tool for effectively managing your team remotely.

It allows users to reliably capture and measure real-time data about the productivity of your team, assigning unique scores to each member of your team. Prodoscore makes management more efficient by providing insights about where and how teams can increase productivity, establish new workplace goals, and identify opportunities for future improvement by monitoring tasks performed in G Suite and your CRM.

A productivity score is calculated daily for each member of your team, allowing management to easily recognize patterns and address issues in a proactive manner.

Workers learn where they can improve. Managers can discover and improve on team weaknesses, and HR can receive alerts for at-risk employees.
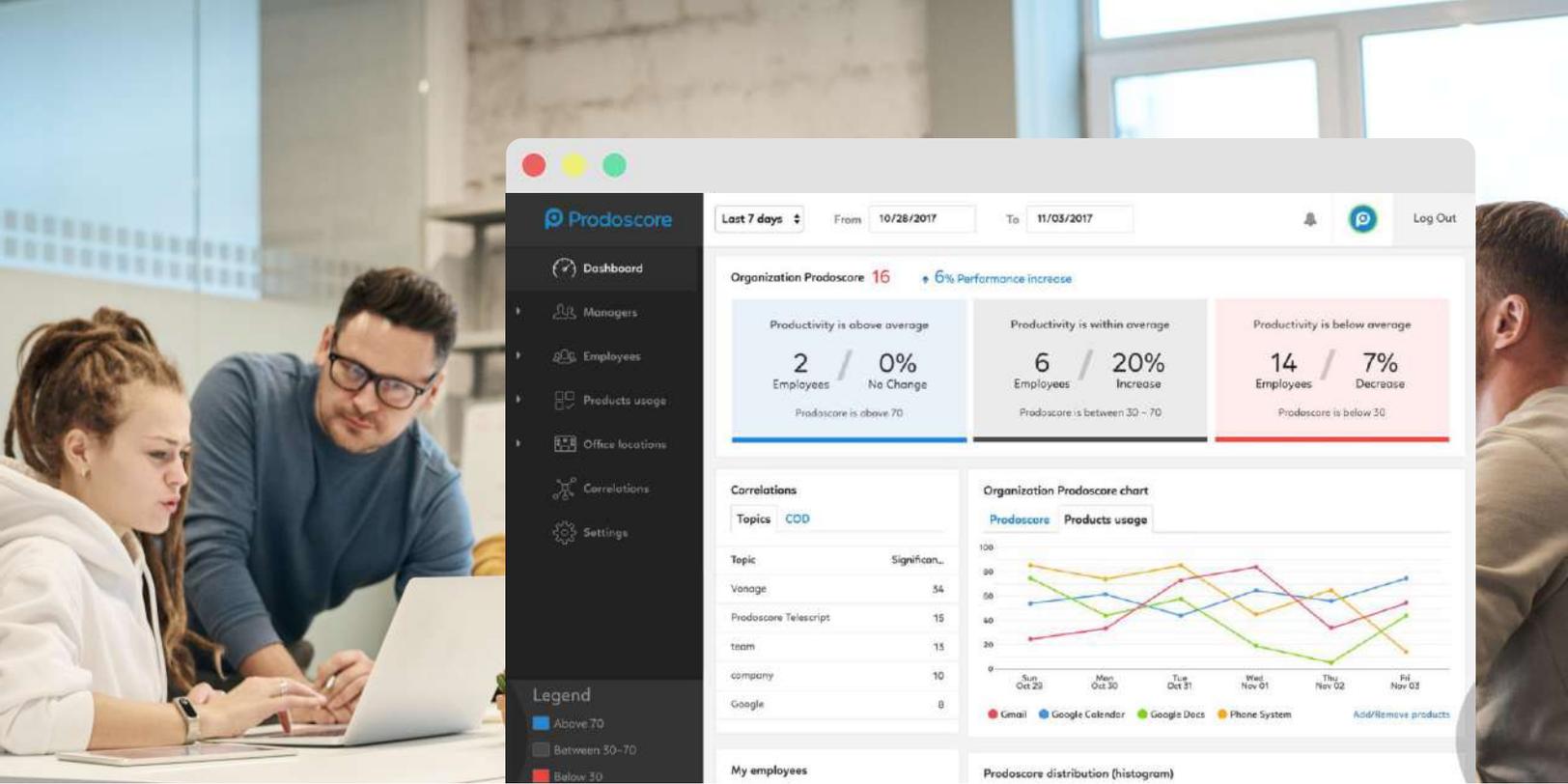

Email + Calendar + Chat + Docs + CRM + Communications = One Simple Score

Prodoscore provides deep visibility to your daily workflow that helps you continuously improve processes for your whole team, and our machine learning surfaces new opportunities you may have missed.

Easily manage a global and remote workforce confidently with a single Northstar metric for your team to follow. No complicated graphs or weird charts. Your Prodoscore is your sign of success.

- ✓ Measure and improve your daily workflows

- ✓ Monitor daily efforts of remote workers

- ✓ Use Prodoscore Correlations™, our machine learning engine, to maximize your success

- ✓ Improve team management and employee engagement

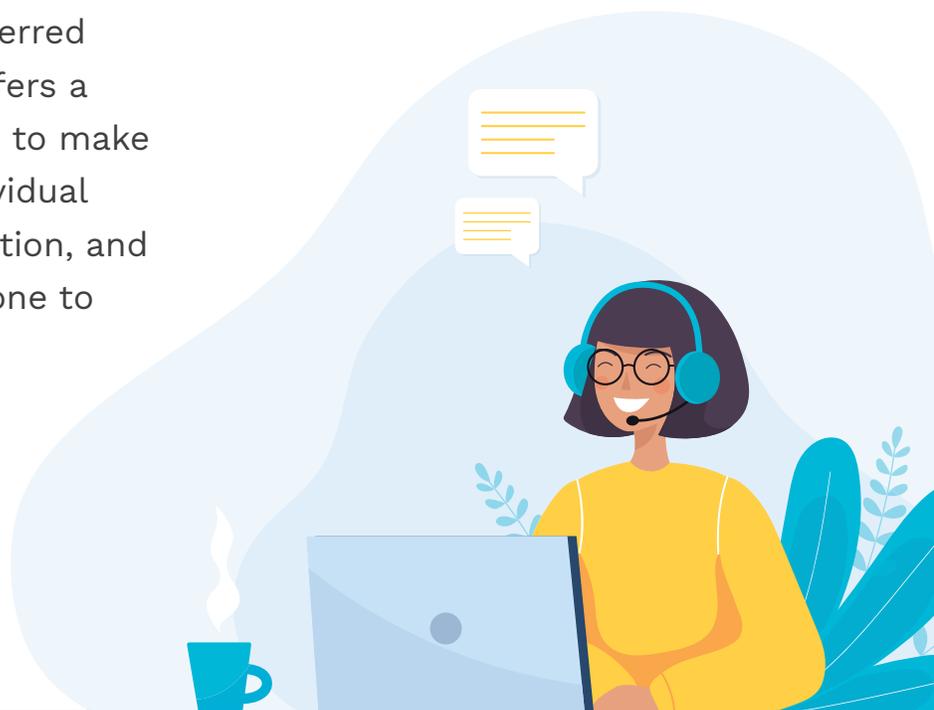- ✓ Receive alerts for at-risk employees

VoIP

An effective VoIP system allows for better communication with your entire team.

Some VoIP systems feature the ability to integrate your VoIP phone with workplace software like G Suite and various CRM solutions. One of Prodoscore's preferred VOIP partners, Vonage Business, offers a VoIP system that allows employees to make calls directly from Gmail, view individual call records through your CRM solution, and transfer calls from your mobile phone to your workplace handset.

Vonage Business offers full G Suite integration with gUnify, enabling your team to integrate VoIP systems with G Suite and your other software solutions.

This allows remote employees to make calls at the touch of a button, create call notes within your CRM, and instantly add contacts through G Suite's Contacts app.

An integrated VoIP system with Vonage Business is perfect for tying together productivity suites like G Suite and CRM solutions, creating a truly unified workplace no matter where employees are working from.

We live in a time where managing a remote team and working from anywhere has been made possible without the risk of decreased productivity or communication between you and your team members.

With tools such as G Suite, integrated CRM solutions such as Salesforce or Zoho, comprehensive monitoring tools like Prodoscore, and easy to use VoIP phone systems, working and managing from anywhere has never been easier or more attractive.