




## 3 Intranet tools that will help you communicate with your staff

### 1) Share updates using News

Right now, advice from health bodies and governments are changing every day. It's vital to let your staff know how this will affect their work, so post any updates on your intranet homepage using the News app.

Top tip: Use the "Stick it" feature to pin news articles to the top of the list. Doing so ensures that important news doesn't get pushed down out of sight when other articles are posted.

#### Company News



### Remote working and 'Delay' update

13 March 2020

As you are probably aware, the UK government yesterday it was moving from "contain" to the "delay" phase of the Coronavirus outbreak. I want...

Unlike | 4 Likes | 2 Comments

### 2) Replicate office


## culture using Discuss

Socialising with co-workers is an important part of office life, but with social distancing and self-isolation measures in place, doing so in person is a no-go.

Replicate your office culture using digital tools like our Discuss app, so that staff have a virtual space to shoot the breeze and share ideas.

Top tip: Try creating a dedicated Discuss channel for staff to share their tips for staying motivated and productive during the pandemic. We did this at Claromentis, and found it really helpful and uplifting during this uncertain time!

### Coronavirus Discussion




wrote...

My friend is arranging an online stand-up comedy open mic for Friday if anyone's interested:

<https://www.facebook.com...ab=about>

Reply • Like • 2 people liked this • 18-03-2020 09:02



wrote...

You may remember Laura Thomson from from Communication workshop. She is hosting an open webinar on Thursday about Keeping a Fox Mindset: Working well from home, to help and how to cope with anxiety in tough time. if anyone would like to join the link is in this post.

<https://www.linkedin.com...rk69diH0>

Reply • Like • 4 people liked this • 18-03-2020 08:49

### 3) Keep in touch using Communication


Keeping in touch with co-workers, for both work-related matters and just to talk, are so important right now whilst we navigate the challenges of enforced remote working - even more so for businesses who may never have done it before.

Hi everyone!

Just wanted to check in and see if anyone needs anything whilst they work from home? We'll be doing a big order soon for monitors, keyboards, wireless headsets, etc, so if anyone needs anything to make their home office more comfortable, give me a shout!

Stay safe and healthy ❤️

Quote 23-03-2020 08:42



You

Using our Communication tool, you can send individual and group messages to your coworkers to check in, have a conversation, and offer words of support.

Top tip: Try adding emojis into your messages to convey tone, provide context, and add a bit of fun.

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