

Producing **Quality** A-E Products in a Virtual Environment

Tulsa Post & Wichita Mountains Post
Joint Meeting



SAME

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A Strong Team Relationship Matters



- ◆ Leadership takes time to have personal one-on-one or three-way conversations with staff, especially when working remotely
 - All staff having cameras on helps
- ◆ Listen!
- ◆ Ask for feedback
- ◆ Challenging to integrate new team members
 - Disconnect between new hire and coworkers
- ◆ Digital social events
 - Team building
 - Helpful for new employees
 - Not a substitute for in-person events

A Safe Office Environment Matters



- ◆ Alternating or staggered schedules of staff in the office creating a safer environment
- ◆ Regularly scheduled cleaning of frequently touched areas (i.e., at least nightly)

Commitment to Quality Matters

- ◆ **Communication** is key
- ◆ Teams Channels for each Project
- ◆ Check in meetings
- ◆ Quality Reviews
- ◆ Use of network folders
- ◆ On-going, real time reviews with project team
- ◆ Leave enough time for reviews prior to submittals
- ◆ Bluebeam Studio Reviews



Quality Matters
Start to Finish



- ◆ MS Teams
 - Powerful tool
 - Easy to use and customize
 - Screen sharing
 - Controlling someone's computer
- ◆ Zoom
- ◆ WEBEX
- ◆ Verify all users can access meeting platform
- ◆ Systems in place to ensure not overwriting files
 - File check out
 - Teams notifications
 - Requires 100% participation
- ◆ Bluebeam
 - Studio sessions

Continuing Education Matters

Strong Internship Program Matters

- ◆ Virtual opportunities
 - Conferences
 - Society meetings
 - Online classes
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- ◆ Nationwide virtual learning program

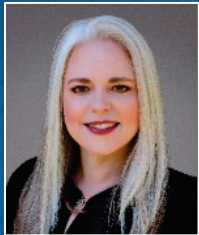


Guiding Others to a Successful Career Path Matters

- ◆ Takes time and intention
- ◆ Job shadowing
- ◆ Teams to video chat and build relationships
- ◆ Check in meetings
- ◆ Screen Sharing - even more useful than physically sharing space
- ◆ Recording Teams Meetings
- ◆ Checklist for Young Engineers



Thank You!



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