

## Action Guide

### 441: Making virtual product teams more effective

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## Application Questions

1. What challenges have you faced working remotely or on a virtual team?
2. What has worked for you to build trust and alignment with colleagues who are not co-located with you?
3. Do you already have a Slack code of etiquette? If not, what should go in it?



## Actions to Take

### What to Do Now

- Review Anna Marie's Slack etiquette and adapt for your team's use.
- Make small commitments and quickly follow through to build trust.

### What to Do Soon

- Take a self-assessment of your participation as a virtual team member and identify areas needing improvement to better serve your team.
- Change your calendar settings so meeting guests are allowed to modify and reschedule events.