

Remote Onboarding Checklist

Deliver an excellent remote onboarding experience with this simple checklist



Checklist: Remote Onboarding

Prior to their first day...

- Draft an onboarding agenda
- Send practical and welcome information
- Give access to employee self-service portal *
- Have equipment shipped directly to their home office *
- Set up email address and network access
- Schedule introductory meetings
- Provide a warm welcome!

* Focus on what you do best.

When a new remote employee starts at your business, you have a lot to consider. Let us alleviate the burden of supplying hardware so you can focus on delivering a great onboarding experience.

Learn more:

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