



COLLABORATIVE COMMUNICATION

This infographic will show you how to facilitate team collaboration and the communication channels that will support it. Check out the blog post.



48%

of organizations say their top collaboration hurdle is **ineffective communication**

(Source: B2C)

01 replacing hierarchical organizational structures



02 handling remote workers working flexible hours



03 coordinating freelancers, contractors and employees



04 increase productivity, creativity and agility



05 reach a common objective



06 boost employee engagement



Why Collaborative Communication Matters

Collaborative Communication Skills

So, what are the collaborative communication skills that team members need to bring to the table to be successful?

Well, it's surprising how many organizations take it for granted that staff members instinctively know how to work together.

Here are the **TOP TEN SKILLS** needed to support effective collaboration:

1 The ability to get on with people

2 Being able to listen

3 Respect for the contribution of others

4 Being open-minded

5 A willingness to compromise

6 Able to see the big picture

7 Problem-solving abilities

8 Effective organizer and Project Manager

9 Able to give and receive constructive feedback

10 Commitment and Enthusiasm

59m

The number of **freelancers** in the US economy in 2020

(Source: statista)

Communication And Collaboration In The Workplace



Supporting Personal Connections

One of the biggest barriers to effective communication is that team members simply don't know each other. If at all possible, get the group together informally. Breaking the ice in this way before participants are required to get on with the job helps the team to gel.

It's also a good idea to have technological solutions in place. Video and conferencing apps are an obvious choice. Much of human communication takes place on the non-verbal level, so face-to-face interaction is still an essential aspect of successful collaboration.

High definition audio software, as well as group chatting and messaging apps, are also essential items in the collaborative communication toolkit.

Streamlined Working Processes

File sharing tools are another essential item in the collaboration toolbox. Being able to quickly and easily share documents and files is essential to the smooth functioning of collaborative communication.

Cloud intranets offer ease of use and convenience and come with the added advantages of price certainty, security assurance and unlimited storage. Cloud technology makes it easier to share files and documents both internally and externally.

Furthermore, team members can simultaneously work on the same document in real-time. Embedding the document directly in the intranet also means that contextual or background information can be displayed alongside.

Available 24/7, the cloud intranet will support telecommuters as well as those working flexible hours.

Project Management Tools

Project management systems or task management software will be another important weapon in the collaborative arsenal.

Whether it's used to assign specific project tasks and responsibilities, monitor completion of milestones and deadlines or to generally keep track of where things are at, project management software makes for a more efficient and effective process.

From project initiation and planning through to execution, launch and control, an intranet will support operations with online processes offering central oversight. The ease of communication made possible by the intranet is one obvious advantage.

With an intranet solution there's no need for additional software. And because employees are already using the platform in their day-to-day work an extensive program of staff training won't be required either.

BOTTOM LINE

There's no doubt that collaborative working is the future. And so, if your business is serious about promoting collaboration, then the starting point must be communications.

Flexible, adaptable and dynamic collaborative communication channels will ensure collaborative working is a success in your