

# HOW TO: ONBOARDING FOR A DIGITAL, DISPERSED WORKFORCE

Increase retention and accelerate productivity

1



## Design an Experience, Not Just a Process

The first 3 months of onboarding are vital for the employee experience, especially given that **22%** of new hires leave the company within this window. Focus on multi-month communication experiences to drive ongoing engagement.

2



## Deliver Consistent and Customized Experiences

Craft an engaging, comprehensive onboarding program that combines interactive sessions and resources, such as on-demand videos and infographics to help break up information into more digestible pieces.

3



## Focus on Culture and Connection

Identify ways to connect new hires to the larger team – through shared interests, Slack channels, or a virtual happy hour. Most importantly, your ongoing outreach and consistent messaging will be key.

4



## Measure and Iterate as You Go

Use communication engagement data to measure which messaging is most effective, and identify specific gaps in engagement – then, implement a new iteration for the next launch.

5



## Align Everyone to a Shared Vision

Strategically align new employees with your company's culture, priorities, and values, and start them off on the right foot for a long and motivated career with your organization.