

Recommendations for HR

Working with Weekli in your organization



Weekli
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In order to maintain a high response rate and a high level of commitment from the organization, you as HR need to set guidelines and routines for how you should work with Weekli internally. This guide goes through five steps for a successful onboarding of Weekli.



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5 steps for a successful onboarding

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Distribute ownership!

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Set guidelines and routines

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Focus on a few areas at a time!

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Set goals!

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Facilitate for sharing best practice



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5 steps for a successful onboarding

Distribute ownership!

Your managers are the ones who are closest to your employees, so let them be involved from the beginning! Distribute the ownership and make the managers understand the benefits of investing and using the tool. Your managers should be ambassadors!

5 steps for a successful onboarding

Set guidelines and routines

Set clear guidelines and routines for how you as an organization will work with the data! In order to maintain a high level of response rate and commitment from employees, you should work with data regularly so that input from your employees can turn into actions. This can be weekly, monthly or less frequent than that.

5 steps for a successful onboarding

Focus on a few areas at a time!

Work with focus areas at team and organizational level. At team level, the manager for the team should be responsible for identifying focus areas and can be areas that they would like to improve together as a team. At organizational level, focus areas could be in line with e.g., your OKRs or values that you work with in your organization. The focus areas can change regularly, for example quarterly or every six months.

5 steps for a successful onboarding

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Set goals!

When you start using Weekli and after a few weeks have collected data you will have a *current state*. Use that current state to set goals ahead! It's important to keep in mind that a pulse survey is not a competition and that the goal is not to get the highest values in all areas. You as an organization have your current state and your prerequisites to develop – use that as a foundation for setting goals for the organization.

5 steps for a successful onboarding

Facilitate for sharing best practice

Make Weekli a learning process for your managers! Make sure there is a context where managers can share best practice and learn from each other. One teams weakness is another teams' strengths. Use that to learn from each other!

Good luck!



Mathilda Glase
Customer Success Manager
mathilda.glase@talentech.com



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