



Hybrid Work

Easy scheduling for the hybrid workplace

Transition back to work safely and embed new hybrid ways of working

The COVID-19 pandemic has fundamentally changed the way we work, forcing many to adapt to remote working and become increasingly reliant on digital work tools.

As we emerge on the other side of the COVID-19 crisis, it has become clear there are both benefits and limitations of remote working. Many businesses are now exploring Hybrid Work arrangements (where people do some activities in the office and others remotely) to retain the benefits of remote working while negating key limitations.

For businesses who are adapting to this "new normal", Hybrid Work provides tools to manage capacity restrictions (including sq. meter requirements to keep your people safe) and make scheduling easy for your teams.

Other modules also available in ELMO Engage



HR Core



Expenses



COVIDsecure



Office Capacity Management

Establish daily capacity limits by work area (e.g. level, neighbourhood) to manage available office capacity



Scheduling Made Easy

Remove friction from the logistical challenges of hybrid work arrangements by empowering your people with self-service tools



Improve Visibility and Planning

See who's in the office, understand your available capacity and monitor trends

Key Benefits

ELMO Hybrid Work provides organisations with the ability to define and implement their hybrid work policy, including establishing rules / guidelines for office days, a noticeboard for communication of policy updates and the ability to establish daily capacity limits. This enables organisations to manage their available capacity in a hybrid-work model as well as meet COVID-19 health & safety requirements as they transition back to the office. Importantly, this takes the guess-work out of capacity planning as validation rules prevent overbooking.

A core component of ELMO Hybrid Work is the calendar view, where employees can easily see what capacity is available by location / work area as well as which days their peers are scheduled to attend the office. Employees can also define preferences (daily work / office days) and apply in bulk to streamline the scheduling process.

ELMO Hybrid Work also provides administrators with powerful dashboards to identify who's in the office, available capacity by location, popular days and other key metrics to assist capacity management and planning.



Hybrid Work

Key Features

- ✓ Configurable locations / work areas
- ✓ Set daily capacity limits
- ✓ Noticeboard for policy updates
- ✓ Calendar view for employee / manager bookings
- ✓ Visibility of peers (by team / location)
- ✓ Employee preferences
- ✓ Bulk booking
- ✓ Real-time reporting dashboard to understand available capacity and monitor trends

Great alone, better together!

Harness additional benefits from ELMO Hybrid Work by adding these complementary modules:



Learning

Provide your people with relevant training to support embedding a hybrid work model



COVIDsecure

Manage COVID-19 safety risks in transitioning back to the workplace through vaccination & test monitoring



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