

Returning to the Office and Working Together Again

Rebuilding Routines and Productivity

1. Start with predictable routines
2. Use the office for work that benefits from presence
3. Protect focus time
4. Clarify expectations
5. Rebuild gradually
6. Ask: "What does productive in-person work look like here?"

4 Tips for a Productivity Reset

1. **PLAN** – Identify the 3 most important outcomes for the day
2. **CONNECT** – Have one intentional conversation that moves work forward
3. **FOCUS** – Protect a block of uninterrupted work time
4. **REVIEW** – Capture wins, unfinished work, and tomorrow's priority

How Do You Rebuild Your Workplace Relationships?

- Reconnect before you correct
- Move beyond transactional conversations
- Re-establish trust through small, consistent actions
- Address awkwardness directly rather than avoiding it
- Assume positive intent, while still addressing impact
- Create opportunities for informal connection

How Do You Manage the Emotional Transition?

- Acknowledge the reaction before trying to solve it
- Separate facts from assumptions
- Focus on what you can control
- Give yourself time to adapt
- Ask for clarity rather than filling gaps with assumptions
- Extend empathy

The 30-Day Transition Challenge

1. Choose ONE routine to rebuild
2. Choose ONE relationship to strengthen
3. Choose ONE behaviour that will make the workplace better for others
4. Choose ONE frustration you will address constructively

After 30 days: What has improved? What still needs attention?

Help your team discuss upcoming changes with [Change Management - Change and How to Deal With It.](#)

Dealing with conflict? We offer [Conflict Be Gone! Navigating Difficult Conversations.](#)

Do you have new team members or are you navigating returning to the office together? We recommend [Building & Leading Great Teams.](#)

Want to understand everyone on your team better? Take [Introduction to A.R.C.H. Personality Types in the Workplace.](#)

Looking to navigate a new routine? Start with [Take the Stress Out with Great Time Management.](#)

Want to discover your personality type? Take the assessment [here!](#)

[Click here to watch the webinar replay.](#)