



PNSQC

OCTOBER 10-12 2022

VENKAT EDAGOTTU

Senior Manager, Hitachi Vantara

**7 Things I Learned To Build Highly
Effective Onsite/Offshore Teams**

AGENDA



- Why is this topic important?
- 7 strategies to build high-performing teams
- Lessons learned

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7 Things I Learned To Build Highly Effective Onsite/Offshore Teams

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7 Strategies

- Time Zones
- Communication
- Small work teams
- Seamless alignment
- Cross-functional meetings
- Accountability
- Celebrating success



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#1 Time Zones

- Equalize meetings by setting them in different time zones
- Give employees appropriate advance forewarning
- Get used to mention which time zone



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#2 Communication

- Create a virtual workspace with messaging tools
- Meet regularly with open communication
- Recognize cultural modes of communication



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#3 Small Work Teams

- Empower your team by giving them responsibilities
- Have a point person for each team
- Build cross-functional teams to address dependencies
- Keep meetings small (Two Pizza Rule)



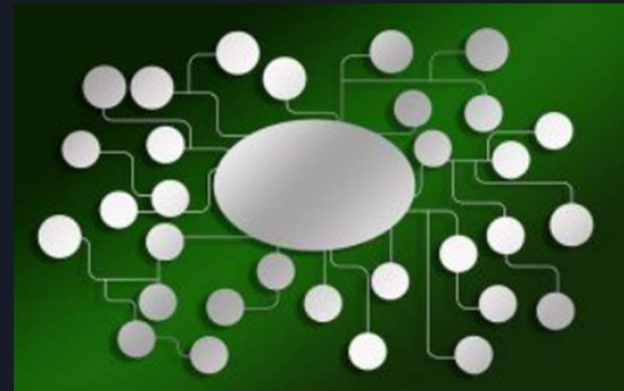
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#4 Seamless alignment

- Teams need to work towards a common goal
- Have artifacts in a shared folder
- Same process for Onsite/Offshore teams
- Same set of tools, frameworks, and resources
- Team composition



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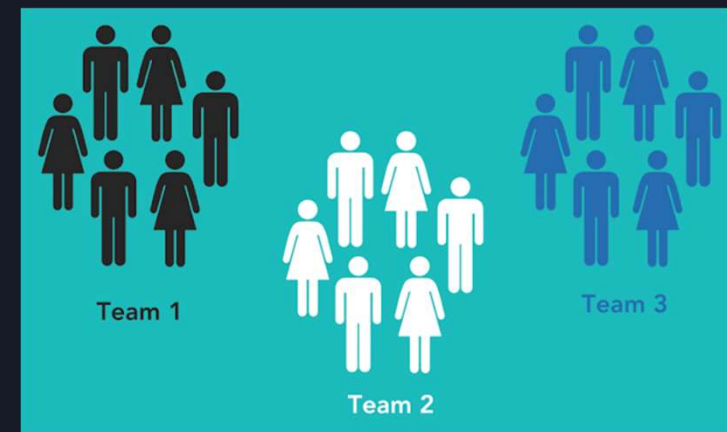
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#5 Cross Functional Meetings



- Regular team meetings
- Retrospective meetings
- Encourage show & tell
- Discuss dependencies



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#6 Accountability

- Ownership of the tasks
- Use tools to manage task progress
- Expectations are always clear
- Encourage peer review



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#7 Celebrating Success



- Celebrate small wins
- Thank you notes
- Monetary gifts
- Make individual contributions visible
- Nominate for internal awards
- Reward them with more responsibilities
- Shining Star, Techno Wiz, Client Centricity, and Innovation



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Lessons Learned

- Experimentation is key
- Be patient
- You set the tone as a leader
- Open communication
- Good listener
- Empower people
- 3C Rule: Clarity, Competence and Collaboration



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[linkedin.com/in/venkat-edagottu](https://www.linkedin.com/in/venkat-edagottu)

THANK YOU