

Remote Team Communication Assessment

Team Information

Team Name

Team Leader

Number of Team Members

Communication Channels

Which tools does your team use for daily communication?

How often do you have team meetings?

Assessment Questions

How effective do you find your current communication methods?

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

How would you rate the clarity of communication in your team?

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5

How accessible are your team members for communication?

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4

Suggestions & Comments

What challenges do you face in remote communication?

Suggestions for improvement