


sample hybrid work team survey

Your full name: _____

1. Over the past four weeks, how many days each week have you worked from home (as a per-week average)?
- 0 – I never work from home
 - 0.5 day
 - 1 day
 - 1.5 days
 - 2 days
 - 2.5 days
 - 3 days
 - 3.5 days
 - 4 days
 - 4.5 days
 - 5 – I work from home full-time

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2. On days that you come into the workplace, do you tend to stay at work all day or only for part of the day?
- I most often stay at work all day
 - I only come in to attend specific in-person meetings or activities
 - I only come for about half of the day
 - Not applicable: I do not come into the office
3. What are the primary reasons you come into work? *(Select all that apply.)*
- For meetings
 - For brainstorming / collaboration with co-workers
 - To access special equipment or services
 - I am more productive
 - For the social aspect and/or team bonding
 - I am required to come in
 - Not applicable: I do not come into the office
 - Other: _____
4. What are your main reasons for not coming into the workplace more often? *(Select all that apply.)*
- Too many distractions
 - I am not as productive
 - The cost of commuting
 - The time and stress of commuting
 - The need dress and prepare for work
 - There are no reasons I need to come into work
 - None
 - Other: _____
5. On days that you come into the workplace, do you prefer a dedicated workspace or are you comfortable sharing workspaces? *This shared desk arrangement is sometimes called “hoteling”, which allows employees to reserve desks in advance for a day at a time, but the location of the desk may change day to day.*
- I prefer a dedicated desk assigned to me
 - I’m comfortable with hoteling or a shared desk space
 - Other: _____
6. What type of computer are you using?
- Mac with USB-C port
 - Mac without USB-C port
 - Windows with USB-C port
 - Windows without USB-C port

Other: _____

7. Which of the following resources would make shifting work locations between home and the workplace easier or more convenient for you (if these items were available to you at work)? *(Select all that apply.)*

- A shared computer
- Laptop risers
- Keyboard
- Mouse
- Backup computer charger
- Headset with microphone
- Camera attachment for video calls
- A private, quiet space to take calls
- A secure storage locker
- Other: _____

8. How do you feel about someone near you at work (for example, at the desk/cubicle next to you) taking video or phone calls?

- I don't mind at all
- It's not ideal, but I can manage
- I'd rather they go somewhere else to take the call
- Other: _____

9. How do you feel about taking video or phone calls when you are next to others in the office?

- I don't mind at all
- It's not ideal, but I'd rather stay at my desk than move
- I would seek out a more private space for the call
- Other: _____

10. Do you have any other comments or suggestions on how we can improve hybrid work arrangements?
