



Empathic Leadership in Microsoft 365

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Microsoft Regional Director

Microsoft MVP

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Secure Productivity happens in the **Cloud**

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ModernWork

- 10 Microsoft Most Valuable Professionals (MVP)
- 7 Microsoft Certified Trainers (MCT)
- 1 Microsoft Regional Director (RD)

Empathy the ability to
understand and share the
feelings of another

When leaders were **perceived** as
more **empathetic**, people
reported **greater** levels of **mental
health**

-Study by Qualtrics April 14, 2020

I don't think people realize how much **kindness** and **empathy** are key to sustained success for leaders who are also **happy** while doing it

-Gary Vaynerchuk, internet personality

Meaningful interaction leads to
engaged and **happy** employees
-Quantum workplace 2016 study

Study found that **happiness** led
to a **12%** spike in productivity

-Professor Andrew Oswald
University of Warwick, 2012

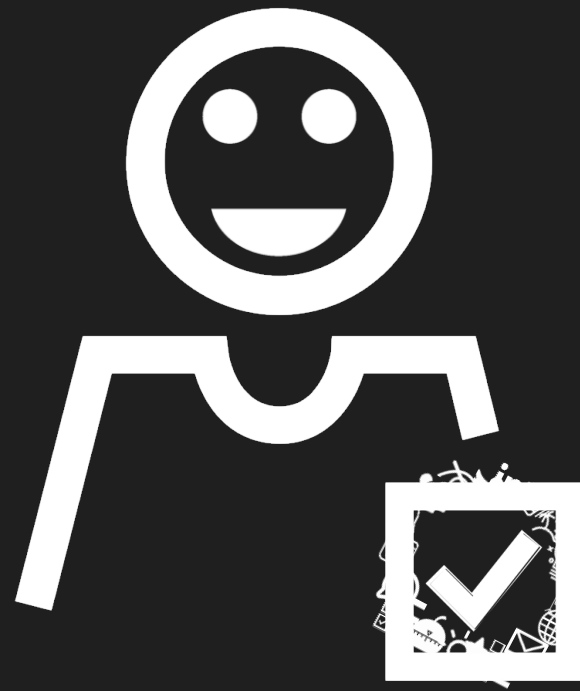
Happy employees tend to be
more **creative**, more
approachable and better at
solving problems

-Shawn Achor
The happiness advantage, 2010

How to practice **empathic leadership** in context of **Microsoft 365**?



Digital Wellbeing



Digital HMS

**There is a new
sense of urgency**

1. Idea generation

2. Knowledge acquisition

3. Evaluation and selection

4. Evaluation and experimentation

5. Research and development

6. Creative prompts and inspiration

**BIGGEST CHANGE IN
WAY OF WORK SINCE
INTERNET!**



what are the stages of creativity in bulletpoint list



Certainly! Here are the stages of creativity presented in a bullet-point list:



1. Preparation
2. Incubation
3. Insight or Illumination
4. Evaluation
5. Elaboration
6. Verification

These stages represent the sequential progression of the creative process.



what are the stages of creativity in bulletpoint list with chat gpt



Certainly! Here's a bulleted list that outlines the stages of creativity along with how ChatGPT can optimize each stage:



1. Idea generation
2. Knowledge augmentation
3. Collaboration and feedback
4. Exploration and experimentation
5. Research and validation
6. Creative prompts and inspiration

These lists provide a concise overview of the stages of creativity and how ChatGPT can optimize the creative process.

1. Idea generation
2. Knowledge augmentation
3. Collaboration and feedback
4. Exploration and experimentation
5. Research and validation
6. Creative prompts and inspiration

1. Idea generation

2. Knowledge acquisition

3. Evaluation and selection

4. Evaluation and experimentation

5. Research and development

6. Creative prompts and inspiration

**BIGGEST CHANGE IN
WAY OF WORK SINCE
INTERNET!**

Share thoughts, ideas, or updates

Add destination

Draft your post with Copilot

Rich text editor toolbar: Bold, Italic, Link, List, Bulleted List, Image, Video, GIF, Post

Announcement posted in All Company

Laurence Gilbertson Now Seen by 11,750

Welcome Carole Poland, our new Chief Executive Officer!

Today is the day we welcome Carole to the team! Carole brings over 15 years of industry experience and a passion for driving culture. Please send a warm hello, welcome her onboard, and visit her [storyline](#) to learn more about her.

Upcoming events

- AMA on Hybrid Work**
Ends April 29, 10:00 AM
[Live](#)
- Employee Town Hall**
May 18, 1:00 PM - May 19, 1:45 PM
- Welcome Relecloud's new...**
June 5, 10:00 AM - 10:00 PM

Audience summary

April 1, 2023 - April 14, 2023

3% more positive
Sentiment in the audience

158 20%
Audience reached

61% 20%
Audience engaged on posts

[See full audience analytics](#)

Vertical sidebar with profile icons and app shortcuts

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Search

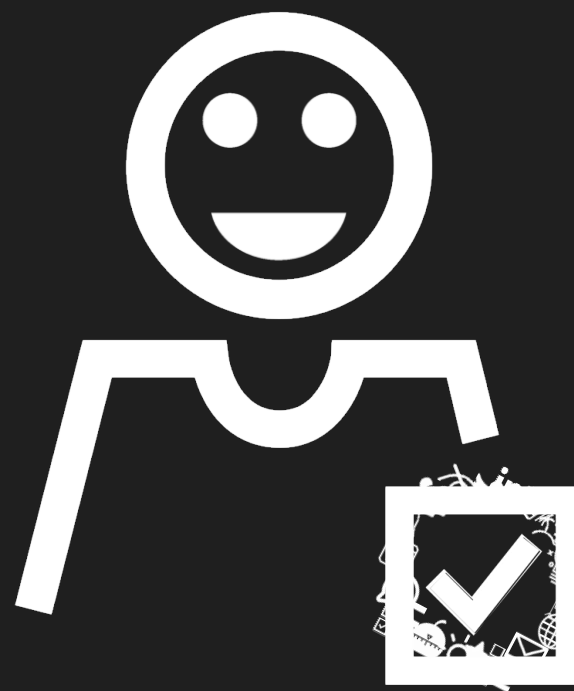
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Comments Catch-up Editing Share

Aptos (Body) 11 B I U [Color] [Text Color] [List] [List] [Eraser] [Magnifying Glass] [Image] [Microphone] [Pen] [Highlighter] Copilot [Grid] [More]

Page 1 of 1 0 words English (U.S.) Text Predictions: On Page View Web View 100% Fit Give Feedback to Microsoft

How to do Digital HMS



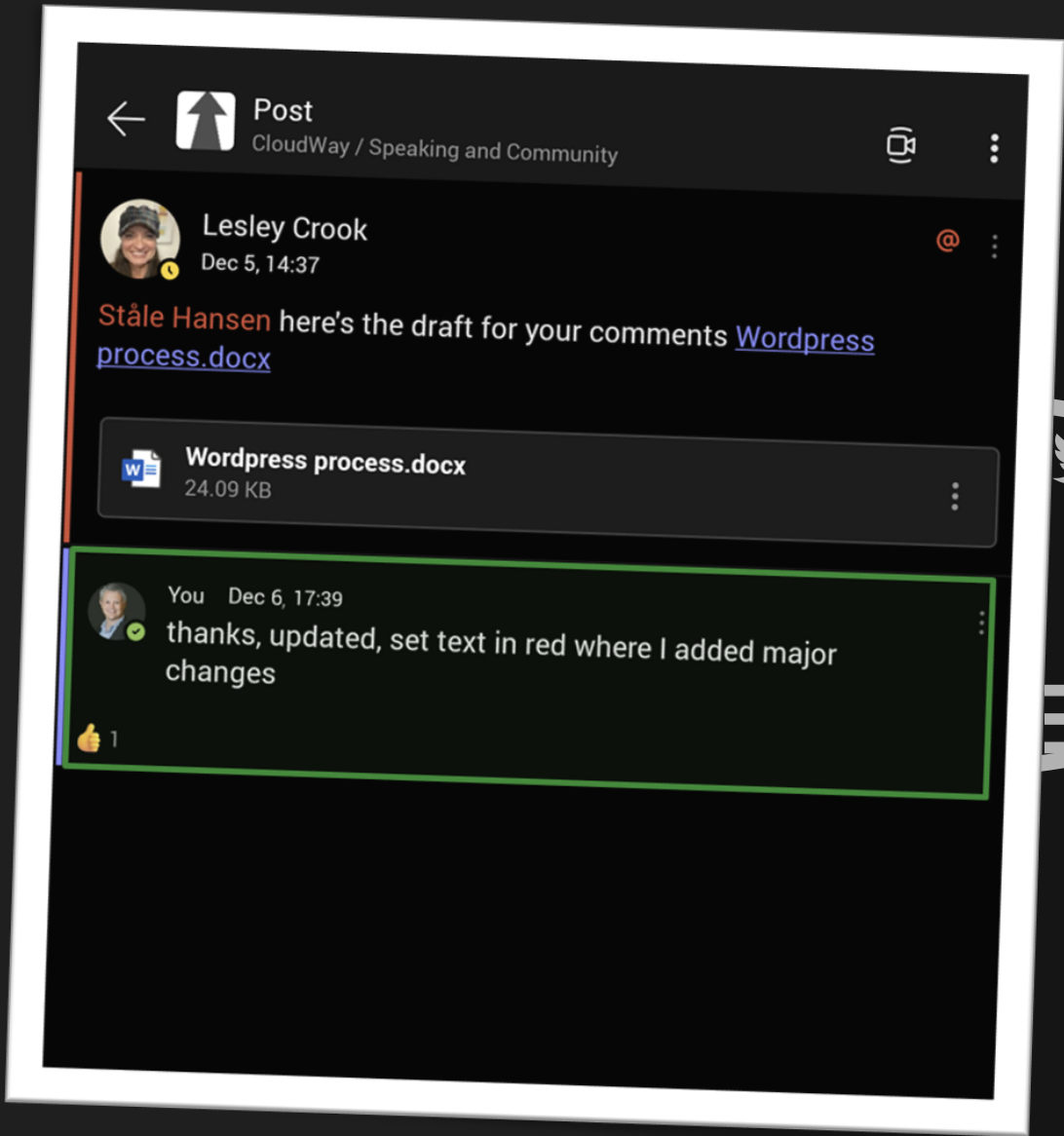
Digital Wellbeing

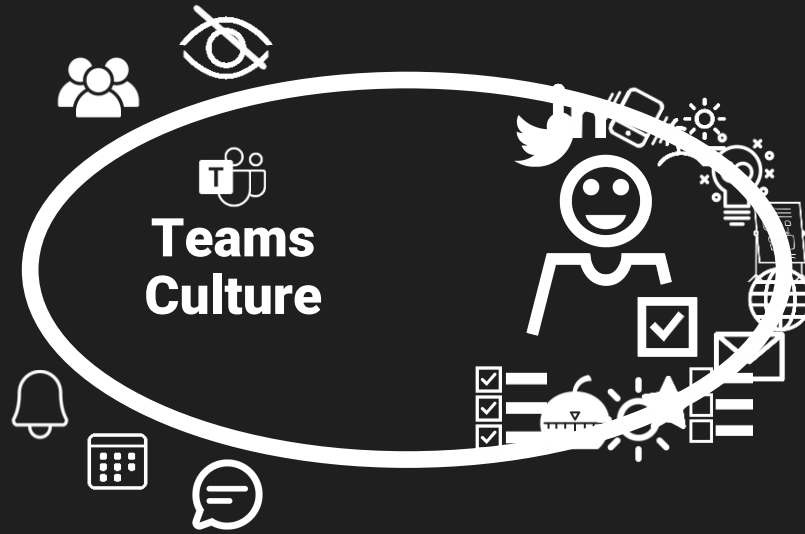


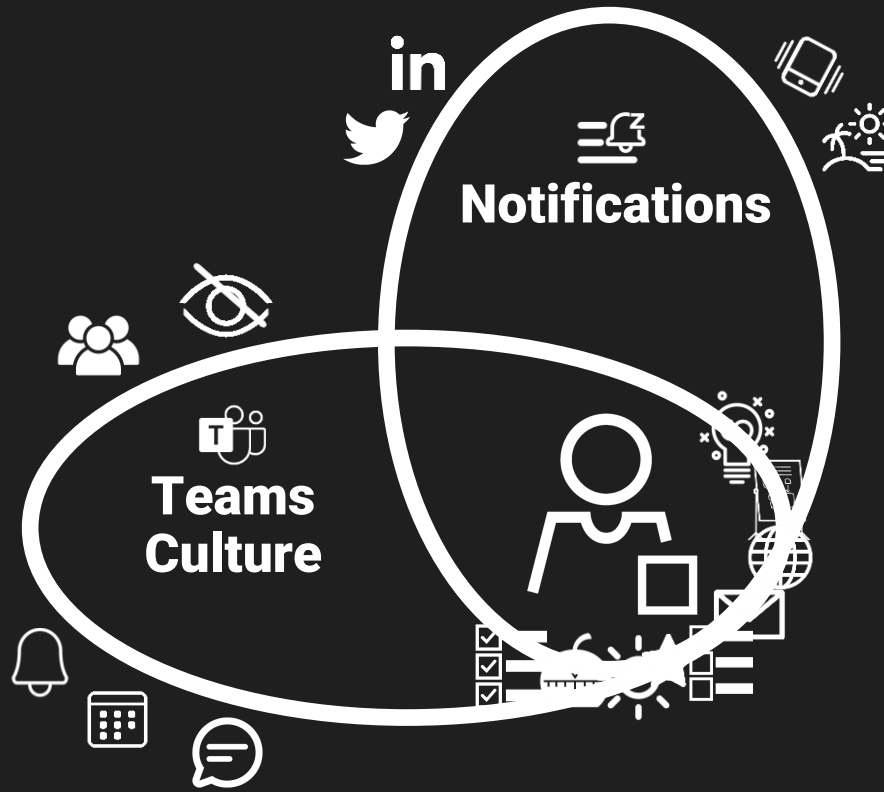


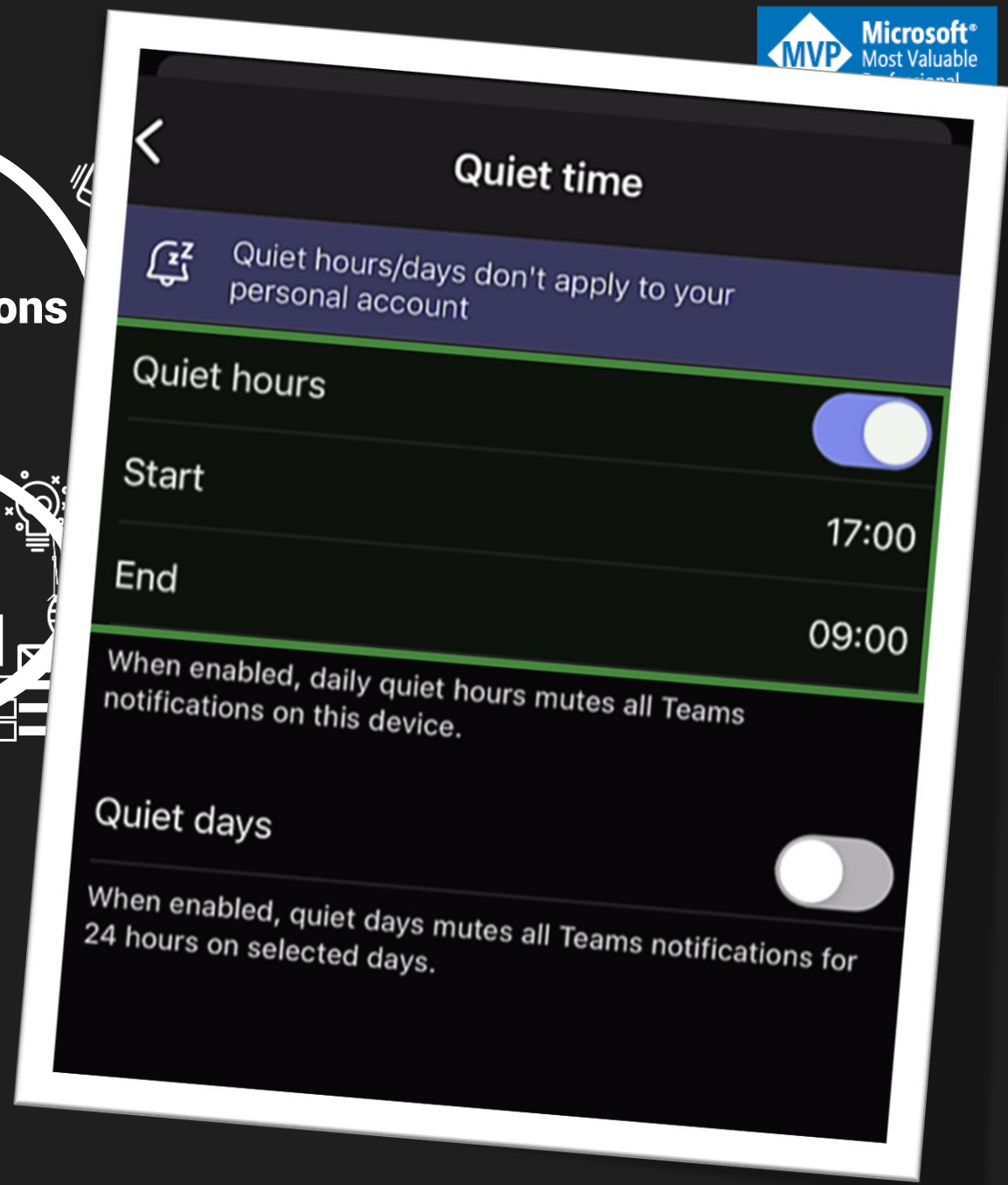
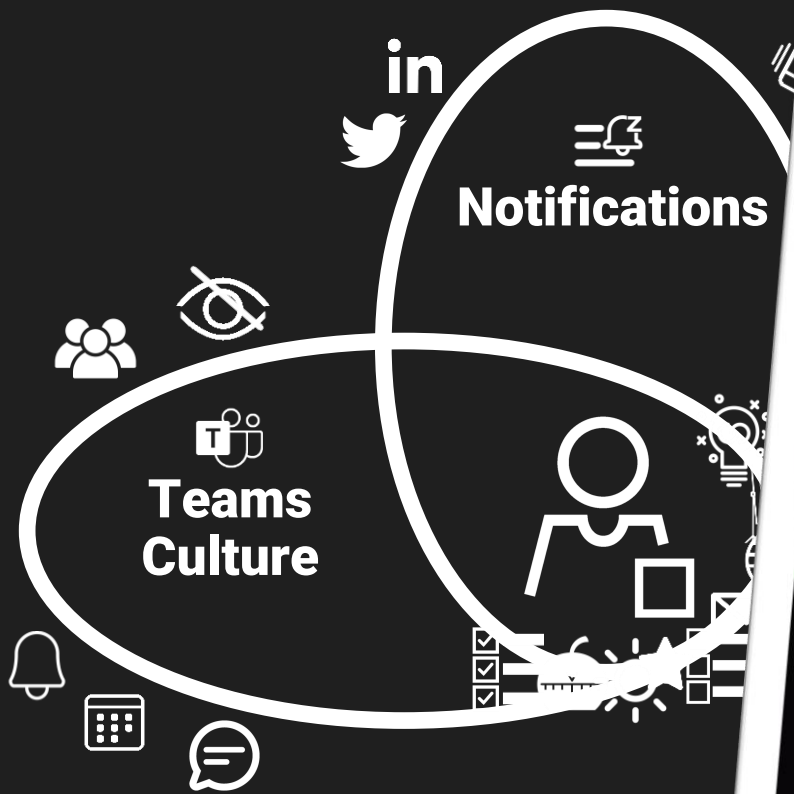


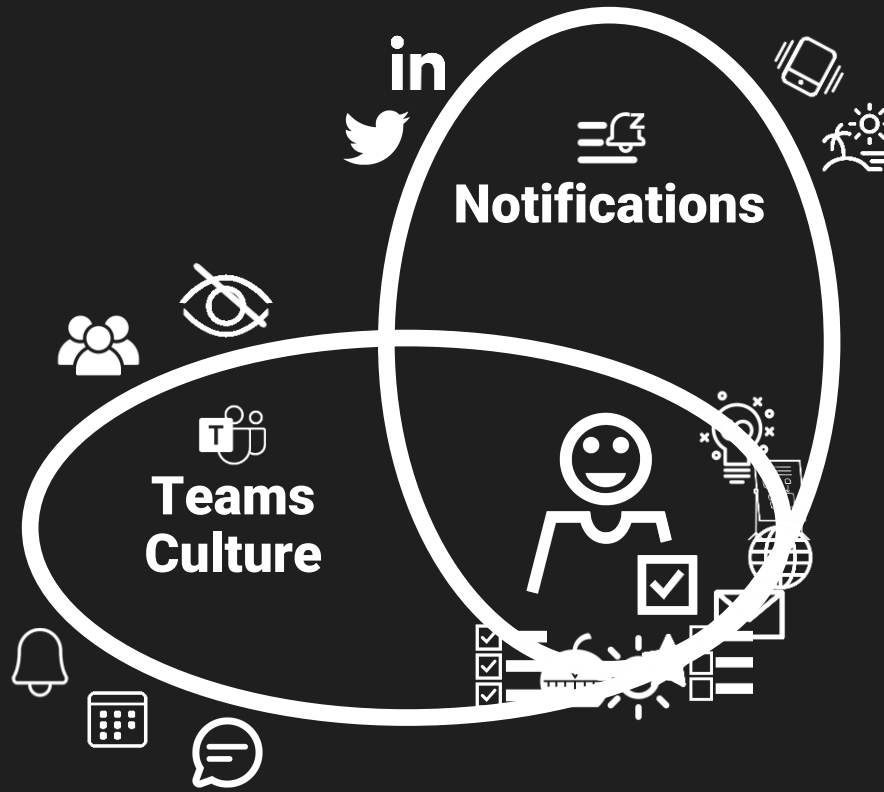


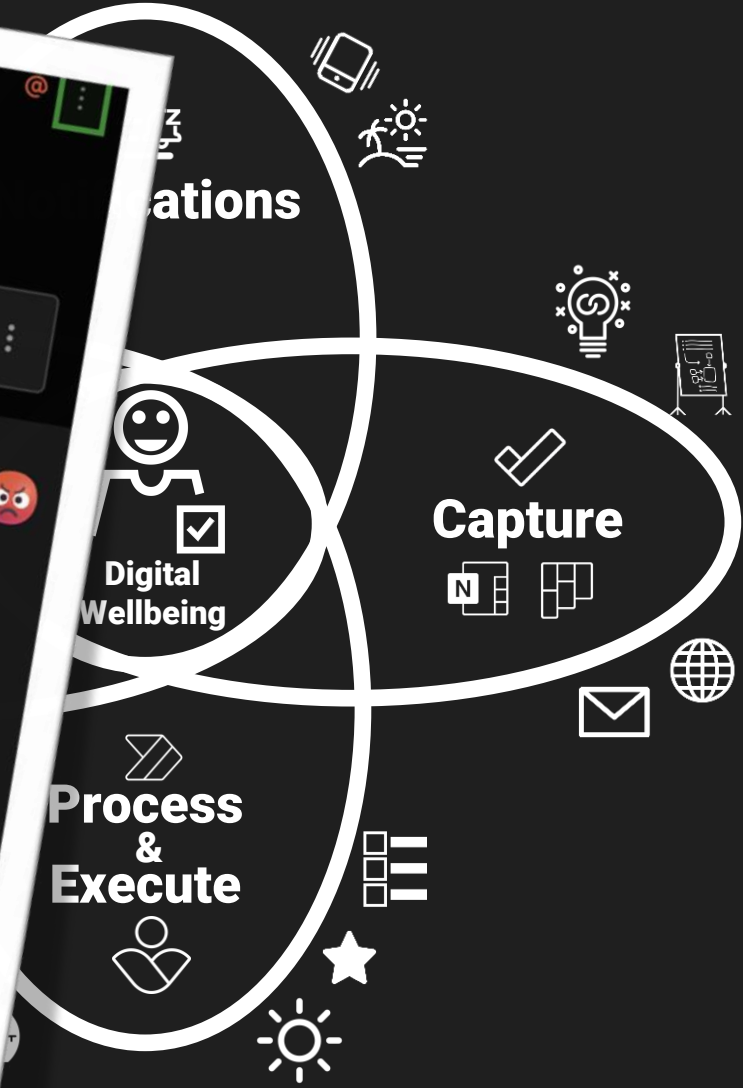
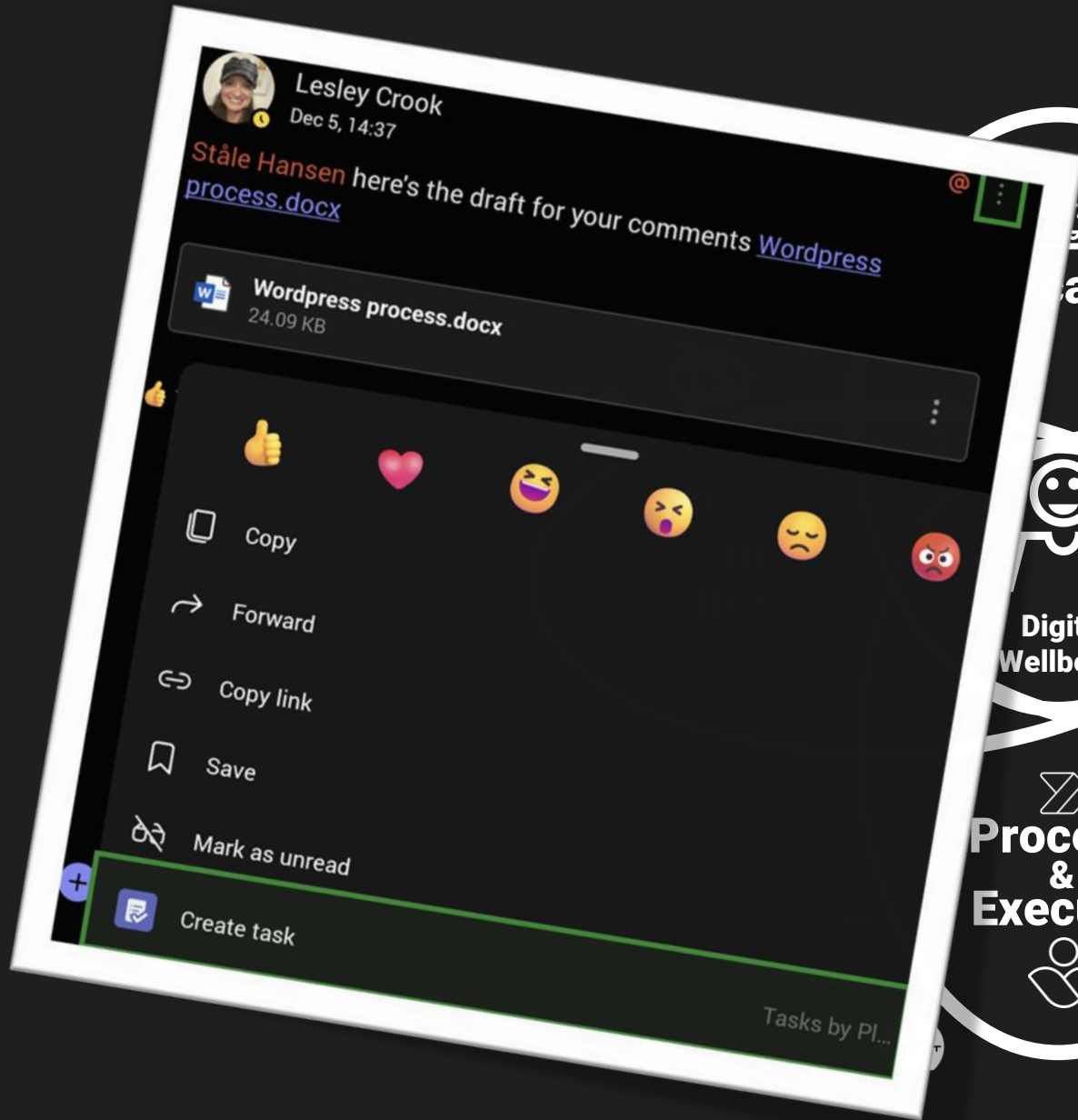


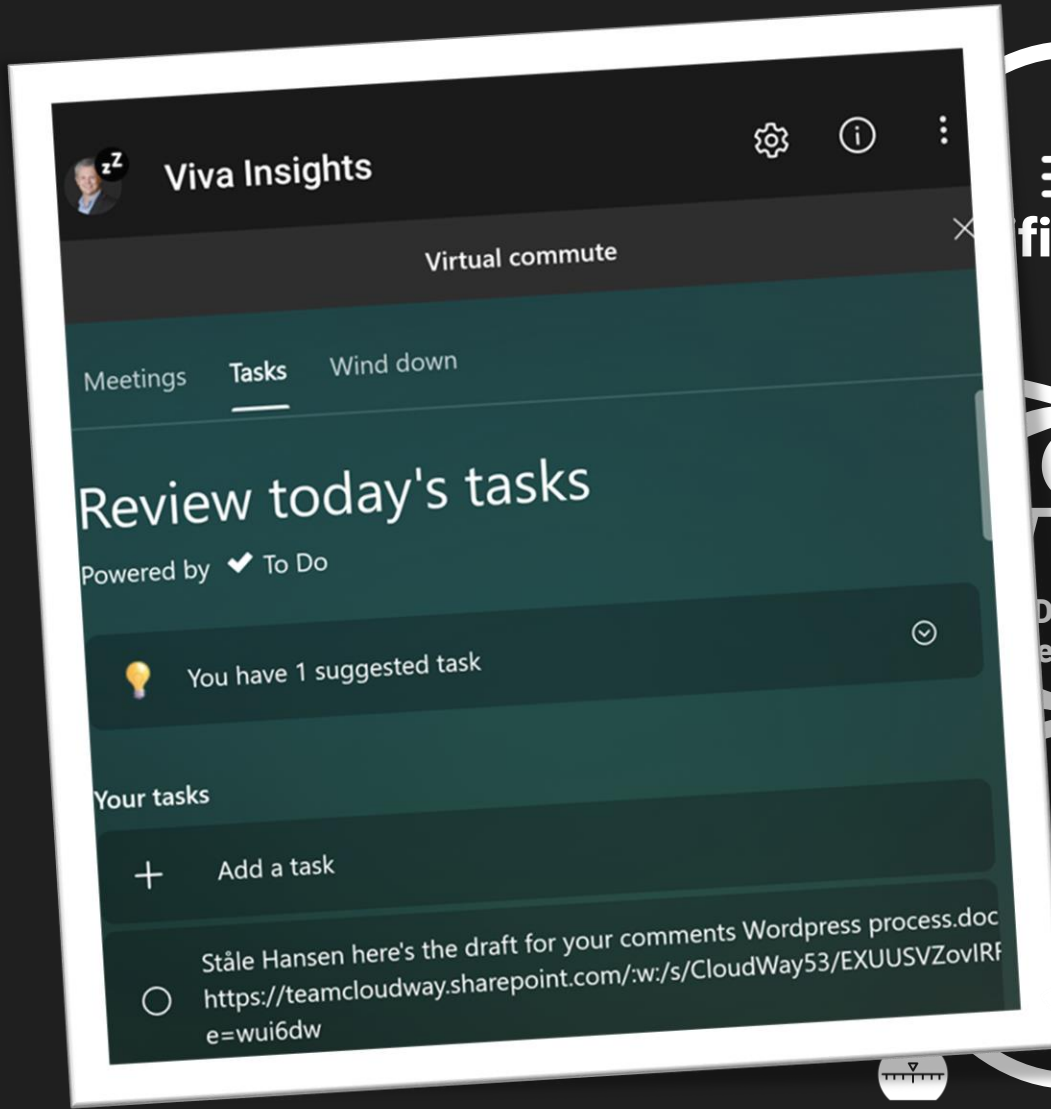


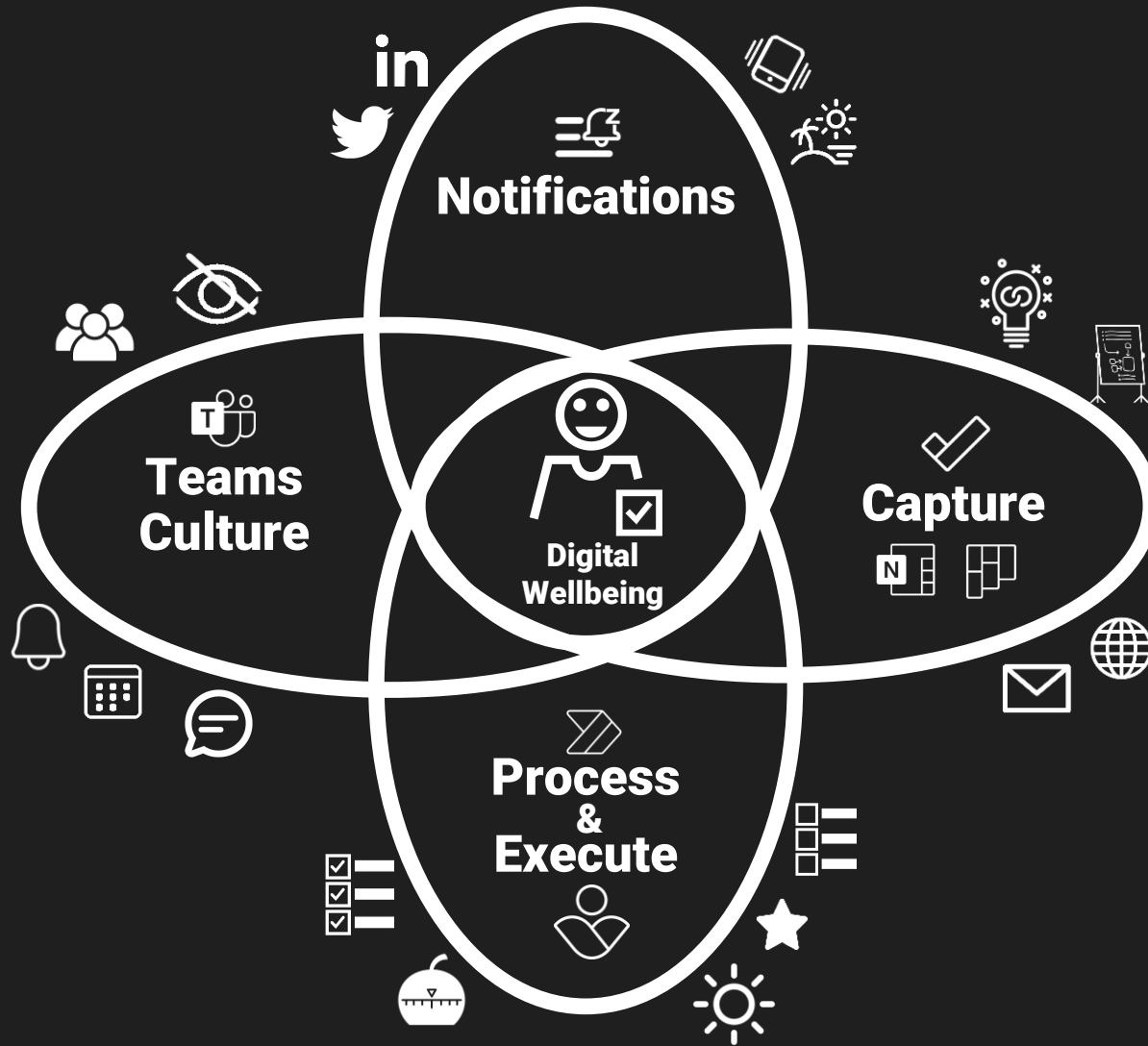












Ikigai

A JAPANESE CONCEPT MEANING "A REASON FOR BEING"



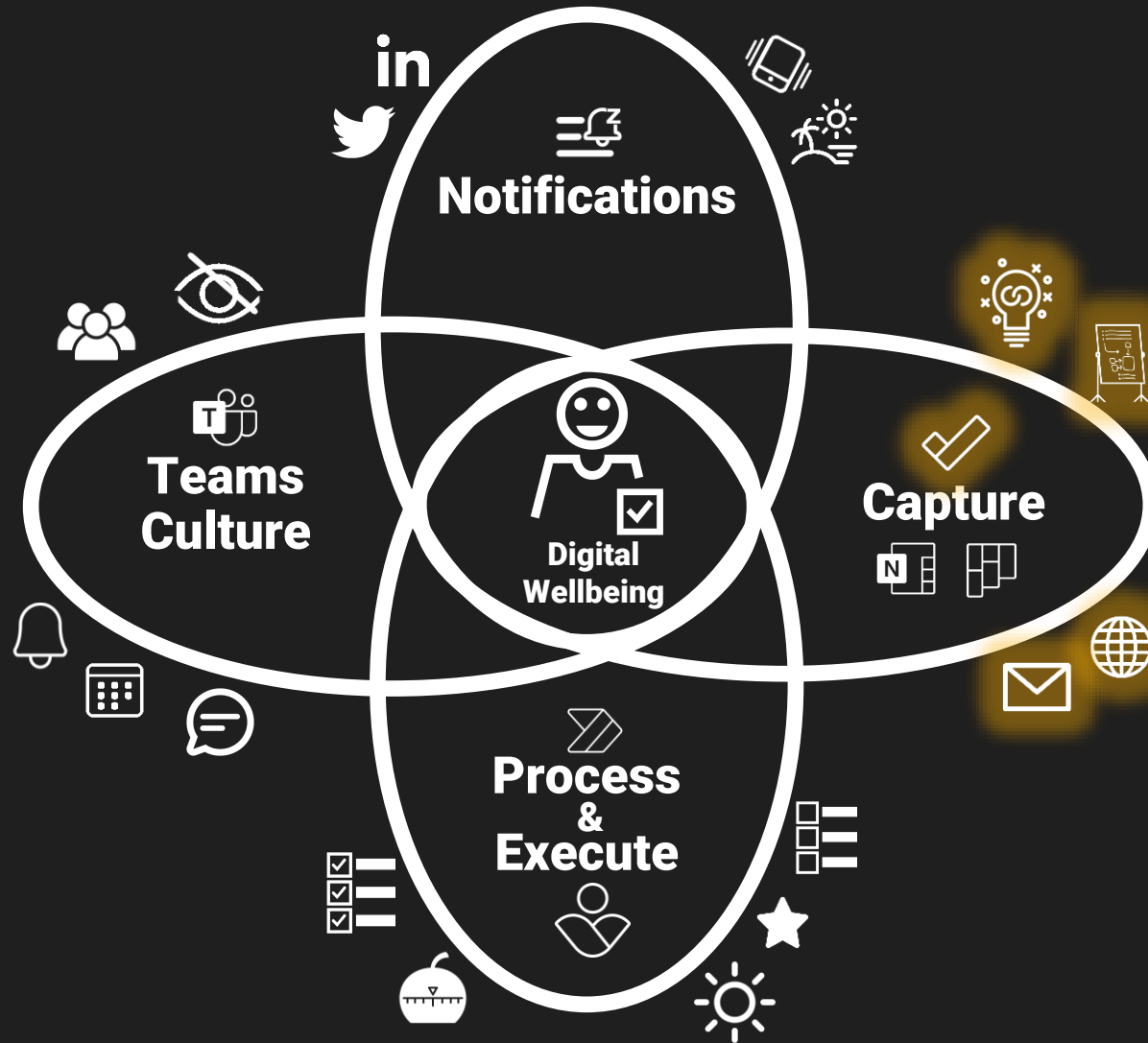


Empathic Leadership



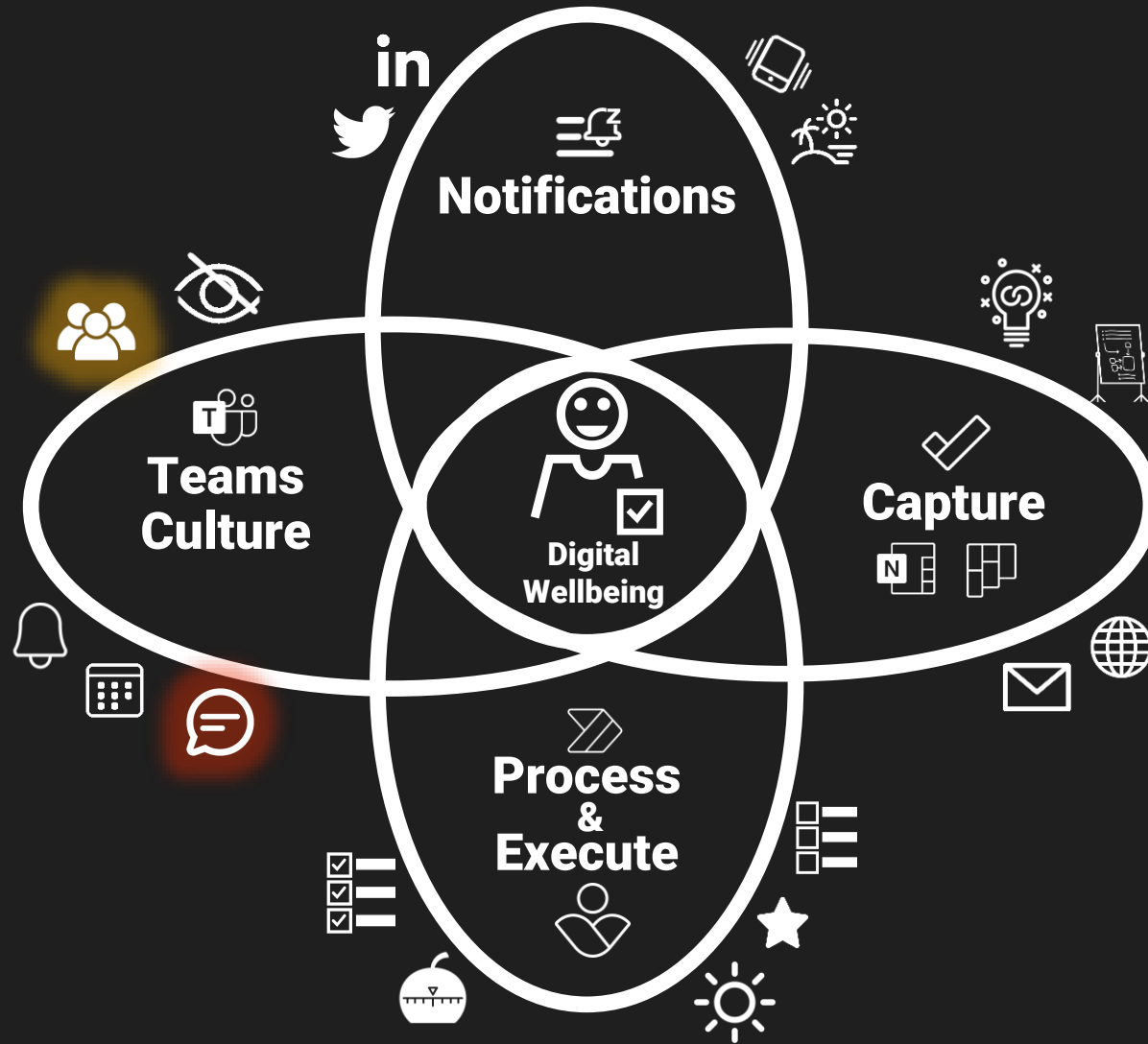
Copilot ready

Empathic Leadership



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Copilot Chat About

Chat

Pinned

- Copilot** 9:18 AM
Here's some info to help you prep for your...
- Cassandra Dunn** 7:27 AM
Ok, I'll send an update later
- Aadi Kapoor** 5:21 AM
You: Great work!
- Eric Ishida** 8:40 AM
Sure, I'll set something for next week t...

Recent

- Cortex Framework** 8:41 AM
Kayo: The review went really well! Can't wai...
- Will Little** 7:45 AM
I don't see that being an issue, Can you ta...
- Marie Beaudouin** 1:21 AM
Ohh, I see, yes let me fix that!
- Hillary Reyes** 1:07 AM
Haha!
- Charlotte and Babak** 12:48 AM
Charlotte: The client was pretty happy with...
- Reta Taylor** 12:40 AM
Ah, ok I understand now
- Joshua VanBuren** 12:29 AM
Thanks for reviewing
- Daichi Fukuda** 12:20 AM
You: Thank you
- Kadji Bell** 12:03 AM

Copilot 9:18AM

Here's some info to help you prep for your meeting with Mona:

Over the month you've had lots of emails and meetings with Mona.

- You've discussed project updates, timelines, and deadlines across 5 emails 3 4 5 6 7
- You agreed on a number of ways to collaborate and promote the project 1 8
- Mona specifically mentioned "lead times" on Sept. 3rd "Great Kat, just want to confirm those delivery dates as lead time is a killer for us" 2

These articles on supply chain issues mention lead times:

- How to Prepare Your Supply Chain for Disruptive Change**
Launching new product innovation, developed in partnership with the disability community
- The Benefits of Digitizing Your Supply Chain Operations**
Innovation: Get the news and latest updates about what is happening in supply chaings.

Copy

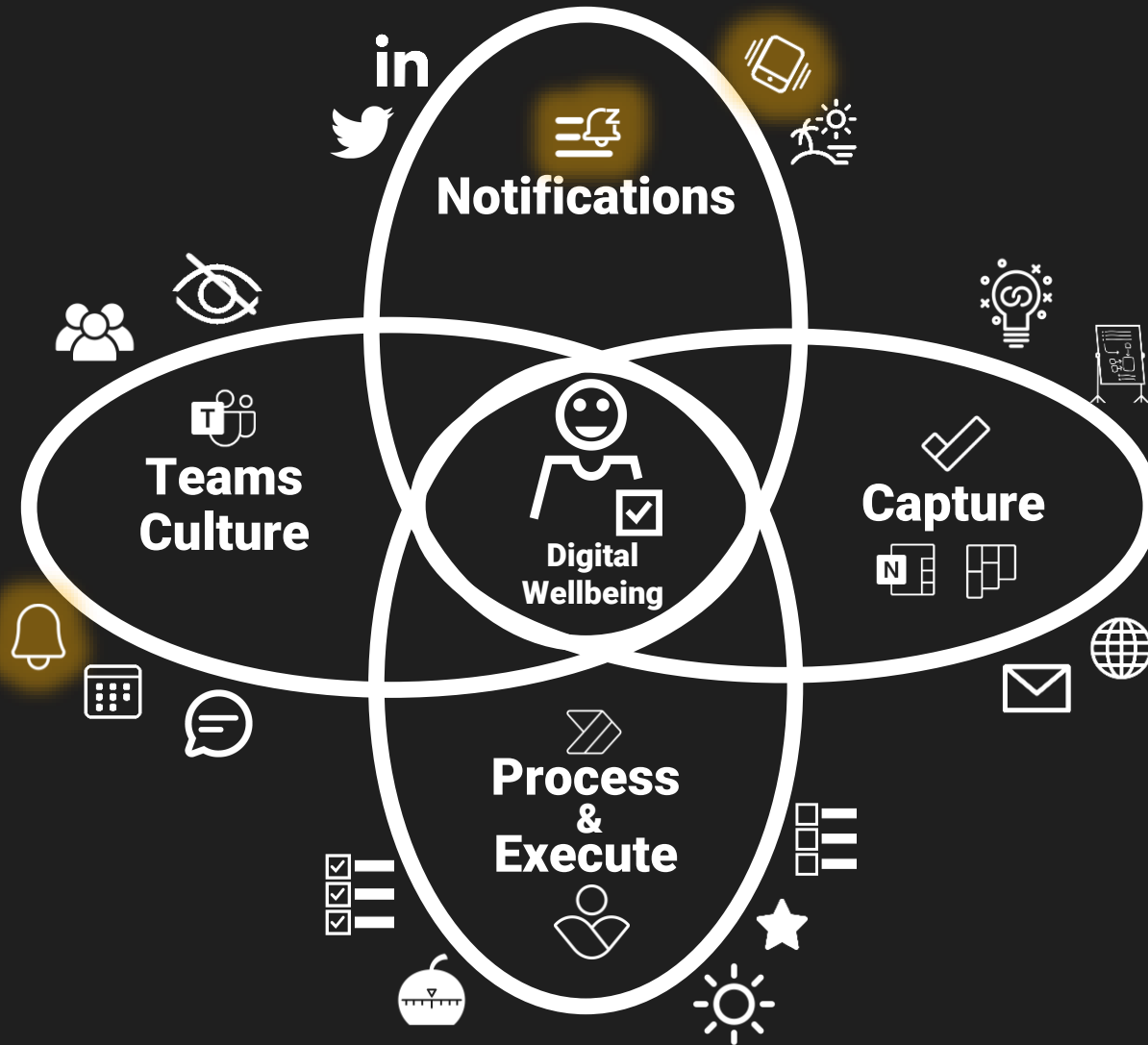
AI-generated content may be incorrect.

10 references

What are our current product lead times? How much lead time did we agree on?

Ask a work question or make a request

Empathic Leadership



Copilot ready

Empathic Leadership



The screenshot displays the Viva Insights dashboard with the following sections:

- Wellbeing insights for your organization:**
 - After-hours collaboration hours - Are people collaborating during their off-hours?
 - 3.7 hours per person last week
 - 0.4 hour increase from prior week
 - Average after-hours collaboration hours line chart showing data for March, April, and May.
 - Schedule send can protect others from off-hour interruptions.
 - Buttons: Recommend this, Show details
- Take action to improve your wellbeing:**
 - Understand your work habits to promote a healthy balance between life and work.
 - Four action cards:
 - Set up a shared focus plan with colleagues:** Find time to focus with fewer distractions. Button: Set up plan
 - Take a break or two:** We'll automatically schedule breaks throughout your workday so you can recharge and stay focused. Button: Schedule breaks
 - Make time for learning:** Reserve time to develop new skills and grow your career. We'll automatically set aside time on your calendar so you can invest in yourself. Button: Set aside time
 - Make time for messages:** You read over half of your emails within 30 minutes of receiving them. Button: Set aside time
- Track your progress:**
 - Check the impact of your actions and achieve your best work.
 - Focus plan:** No focus time kept in April - May. You have no upcoming focus time in the next week. Progress indicator: Wed, Thu, Fri, Sat, Sun, Mon, Tue (all circles are empty).
 - Quiet time:** 4 of 28 days without quiet time interruptions. Calendar view showing dates from Sun 30 to Sat 6. Quiet time kept on dates 7, 13, 14, 20, 21, 27.
 - Buttons: Change settings

Home

Wellbeing

Productivity

Teamwork

Wellbeing insights for

After-hours collaborati

3.7 hours

per person last week

0.4 hour increase from

Wellbeing insights for your organization

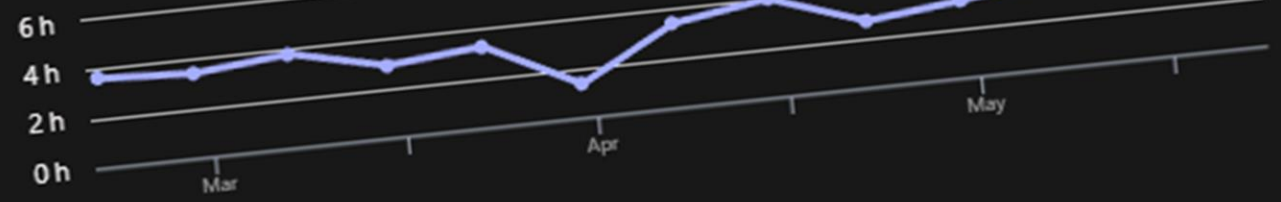
After-hours collaboration hours - Are people collaborating during their off-hours?

3.7 hours

per person last week

0.4 hour increase from prior week

Average after-hours collaboration hours

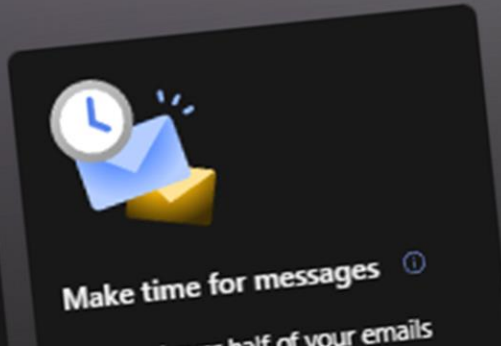
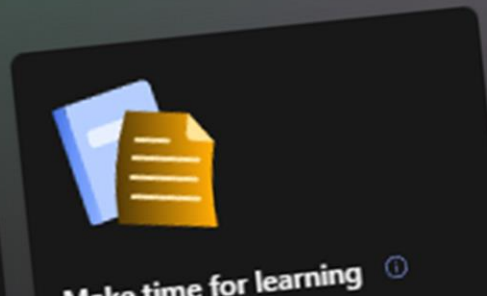
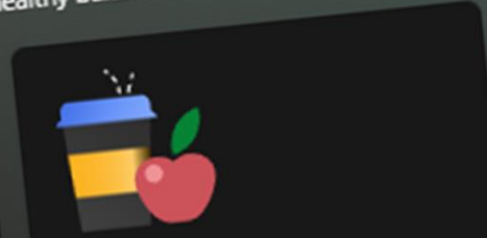


Schedule send can protect others from off-hour interruptions.

Recommend this Show details

Take action to improve your wellbeing

Understand your work habits to promote a healthy balance between life and work.



3.7 hours

per person last week

0.4 hour increase from prior week ⓘ

4 h

2 h

0 h

Schedule send can protect others from off-hour interruptions.

Recommend this

Show details

Take action to improve your wellbeing

... habits to promote a healthy balance between life a

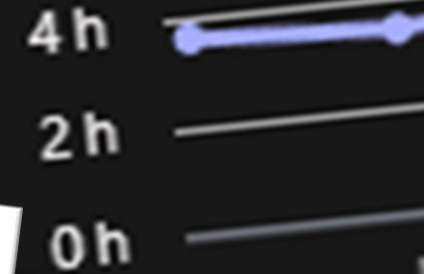
**IF YOU GET DISTRACTED
AT 3:00 AM**

IT IS YOUR OWN FAULT



ivity
ork

3.7 hours
last week



ptions.

Take action to improve your well-being
habits to promote a healthy balance between life and

our best work.

ext week:

e

Quiet time ⓘ

4 of 28 days without quiet time interruptions.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27

● Quiet time kept

[Change settings](#)

...

..

Settings

- Briefing
- Work week
- Direct reports
- Virtual commute
- Protect time**
- Reflection
- Praise
- Effective meetings
- Privacy

Protect time

Configure your quiet time ⓘ

Mobile notifications for Outlook email and Teams are muted during quiet time.

Mute mobile notifications for certain hours: ⓘ

Start time End time On

Sun Mon Tue Wed Thu Fri Sat

Mute mobile notifications all day: ⓘ

Sun Mon Tue Wed Thu Fri Sat On

Save changes

Change settings

Empathic Leadership



The screenshot displays the Viva Insights dashboard for 'Your company (11)'. The dashboard is divided into several key metrics:

- Join on time rate:** 42% per person last week, a 3% increase from the prior week. A line graph shows fluctuations from March to May. A note states: 'A meeting effectiveness plan encourages breathing room between meetings.'
- Multitasking hours:** 1.0 hours per person last week. A note says: 'Little to no change from prior week. A shared focus plan invites your team to protect time to get work done.'
- Large and long meeting hours:** -- per person last week. A note says: 'You have an active no-meeting day.'
- Uninterrupted focus hours:** 12.8 hours per person last week, a 1.8 hour decrease from the prior week. A note says: 'A shared focus plan invites your team to protect time to get work done.'
- Manager 1:1 meeting hours:** 84 minutes per person over last four weeks, a 5 minute decrease from the prior four weeks.
- Meeting hours:** 10.9 hours per person last week, a 4.8 hour increase from the prior week. A note says: 'You have an active no-meeting day.'
- After-hours collaboration hours:** 3.7 hours per person last week, a 0.4 hour increase from the prior week. A note says: 'Schedule send can protect others from off-hour interruptions.'

Manager 1:1 meeting hours ⓘ

4 minutes

per person over last four weeks

5 minute decrease from prior four weeks ⓘ

Show details



Meeting hours ⓘ

10.9 hours

per person last week

⬆️ 4.8 hour increase from prior week ⓘ

You have an active no-meeting day.

Show details



After-hours collaboration hours ⓘ

3.7 hours

per person last week

⬆️ 0.4 hour increase from prior week ⓘ

Schedule send can protect others from off-hour interruptions.

Recommend this

Show details

Empowering Leadership



The image displays three overlapping screenshots of the Viva Insights dashboard. The central screenshot is the most prominent and shows the following data:

- Higher than prior week:** Your organization spent 79% more time in meetings last week compared to the prior week.
- Average meeting hours:** A line chart showing meeting hours from March to May. The y-axis ranges from 2h to 12h. The data points are approximately: Mar (9.5h), Mar (9.5h), Mar (7.5h), Mar (9.5h), Apr (1.5h), Apr (5.5h), Apr (5h), Apr (3h), Apr (2.5h), May (6.5h), May (2.5h), May (6.5h).
- Coordinate a no-meeting day:** You have an active no-meeting day. More actions: Copy link, Share via chat.
- Percentage of meeting hours:** A bar chart showing the percentage of meeting hours by day of the week. The data is: Monday (14%), Tuesday (21%), Wednesday (27%), Thursday (33%), Friday (5%), Saturday (0%), Sunday (0%).

The other two screenshots show the dashboard's navigation menu (Home, Wellbeing, Productivity, Teamwork) and a section for 'Your organization's collaboration' with a '0.4 hour increase from prior week' and a 'Recommend this' button.

2 h

Mar

Apr

May

● Your company ⓘ

11 people

Coordinate a no-meeting day

You have an active no-meeting day.

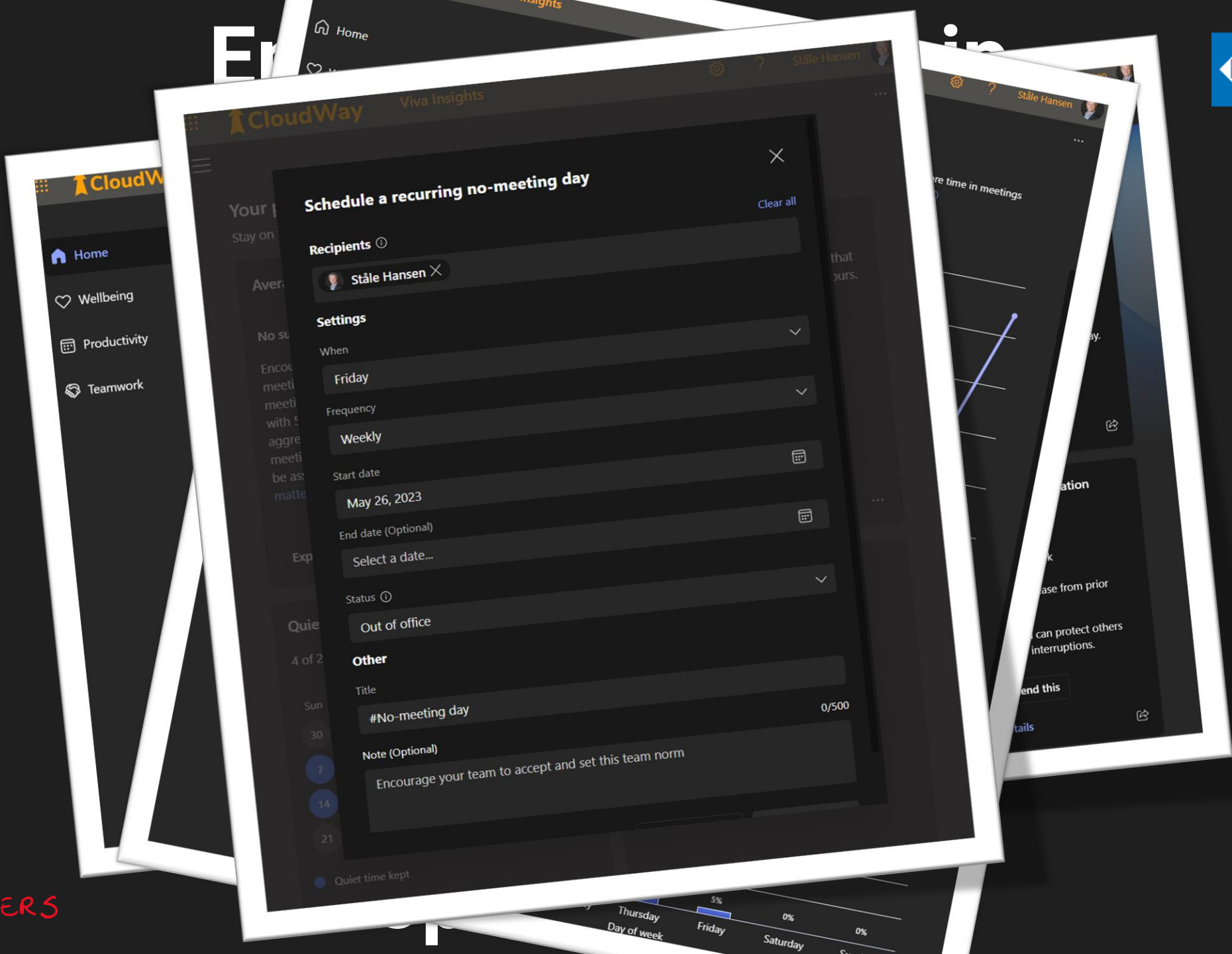
More actions

↔ Copy link

💬 Share via chat

Percentage of meeting hours

50%



CloudWay Introduces #NoMeetingsFriday The 4-day work week



No Meetings



Declutter your mind



Work-life harmony



Personal growth



**Be more rested on Mondays.
More focused work on workdays.
Move errands and other activities to Fridays.**

Goal

More inbox zero 🙌
Fewer Friday meetings 👍
Higher quiet days average! ❤️

Where we succeed

NoMeetingsFriday has allowed me to prepare for upcoming events and perform admin duties on Fridays so my **weekends are kept free for my family - invaluable.**

October

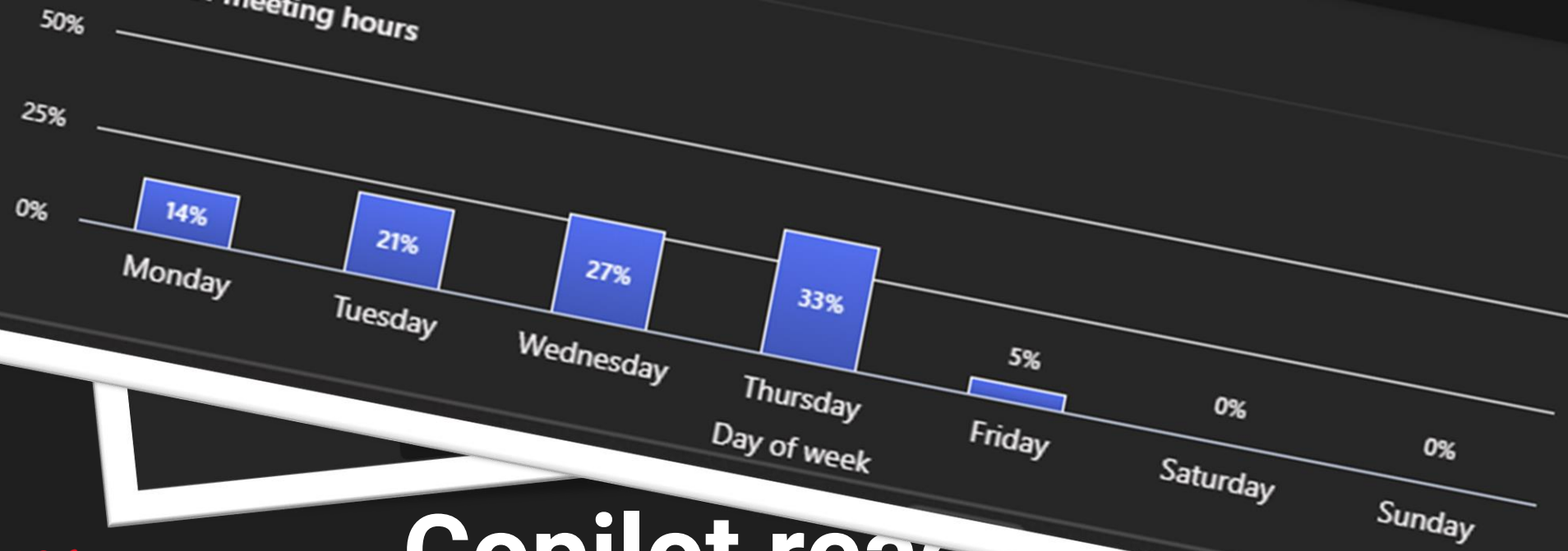
no-meeting day.

More actions

↔ Copy link

💬 Share via chat

Percentage of meeting hours



Empathic



CloudWay Viva Insights

Home > Wellbeing > After-hours collaboration hours

After-hours collaboration hours

Are people collaborating during their off-hours?

3.7 hours
per person last week

0.4 hour increase from prior week

Higher than prior week

Your organization spent 12% more time collaborating outside their working hours last week compared to the prior week

Your organization spends --% more time collaborating outside their working hours compared to peer organizations

Reschedule after-hours pings
Schedule send can protect others from off-hour interruptions.
Recommend this

More actions
Copy link
Share via chat

Average after-hours collaboration hours

Month	Average after-hours collaboration hours
Mar	~3.7
Apr	~1.8
May	~4.5

Snapshot from last week

<47%

<47% of employees struggle to unplug after work

Percentage of your organization*

After-hours collaboration hours	Percentage
0-3 hours	>53%
3-5 hours	<10%
5-10 hours	<10%
10+ hours	27%

*To protect employee privacy, we show a range of values within a certain threshold.

Wellbeing

Productivity

Teamwork

3.7 hours

per person last week

0.4 hour increase from prior week

Higher than prior week

Your organization spent 12% more time collaborating outside their working hours last week compared to the prior week

-- per person last week for peer organizations

Your organization spends --% more time collaborating outside their working hours compared to peer organizations

Schedule send can protect others from hour interruptions.

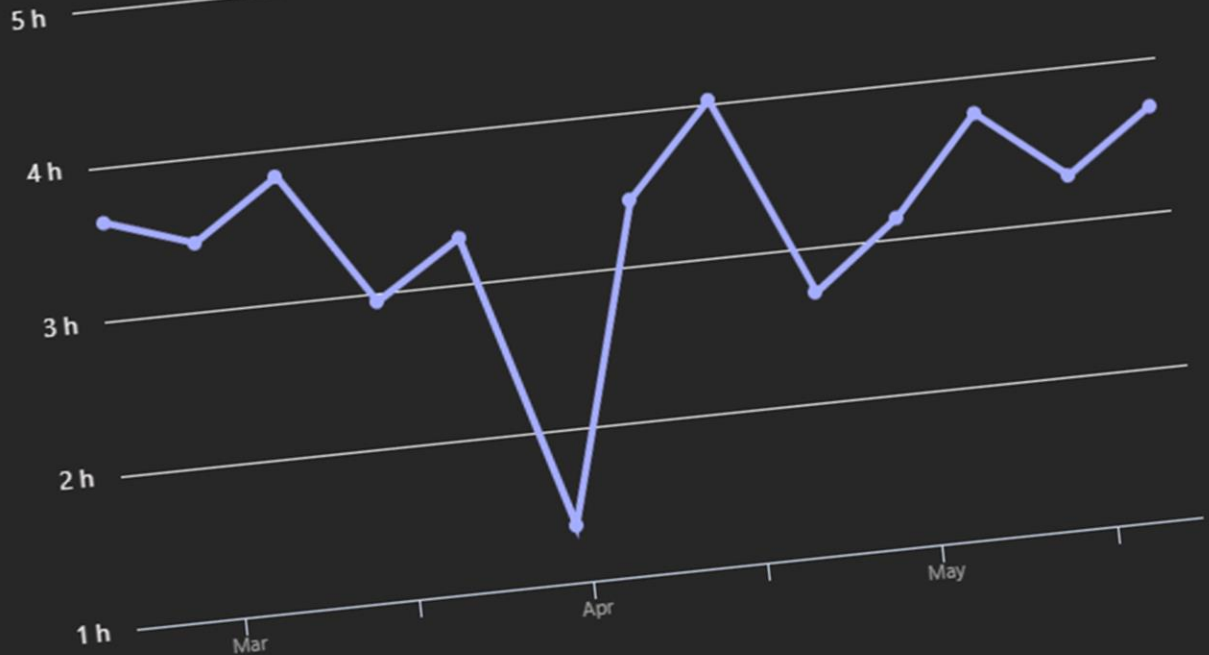
Recommend this

More actions

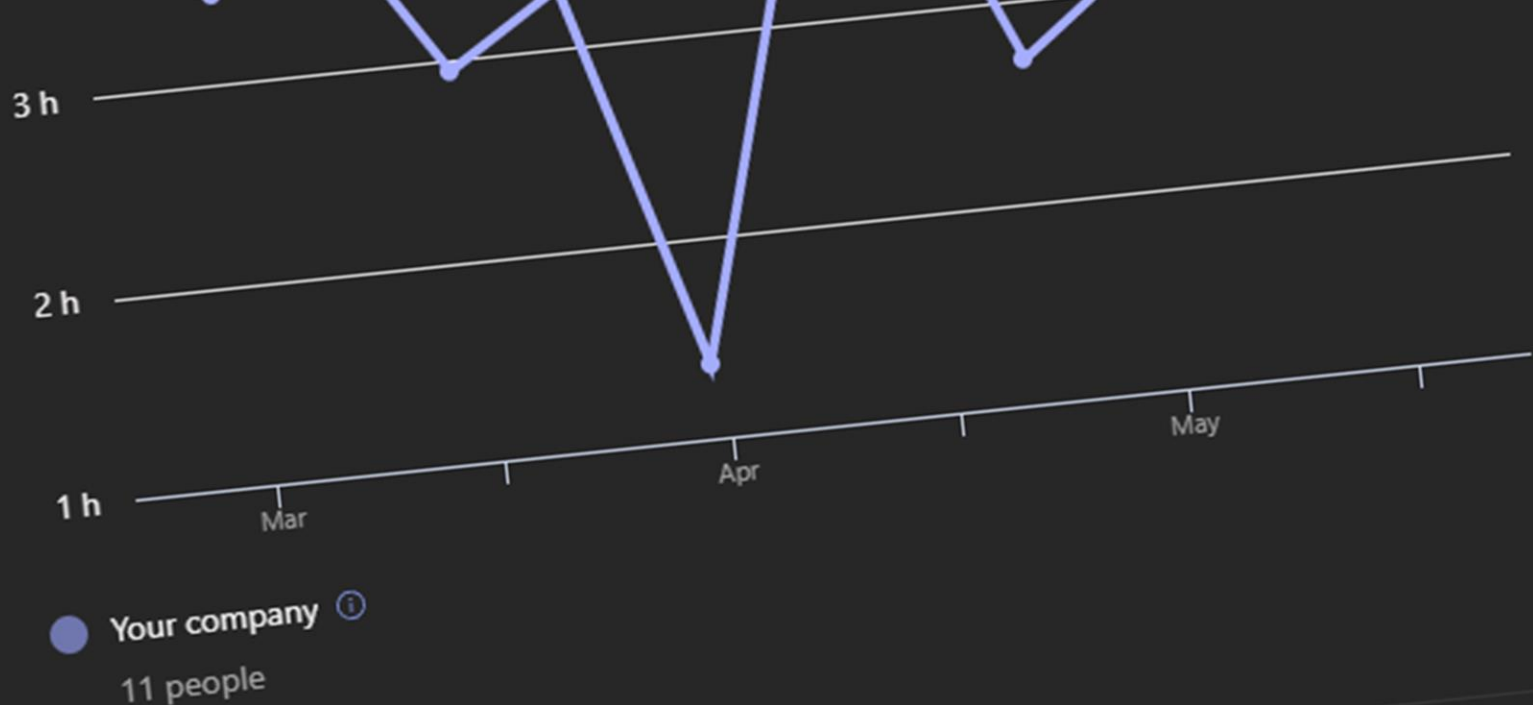
Copy link

Share via chat

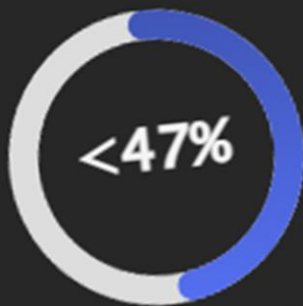
Average after-hours collaboration hours



Your company
11 people

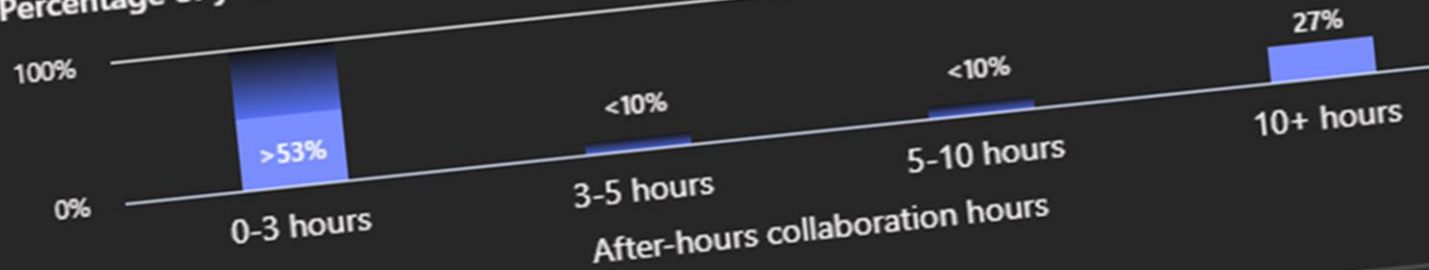


Snapshot from last week



<47% of employees struggle to unplug after work ⓘ

Percentage of your organization*



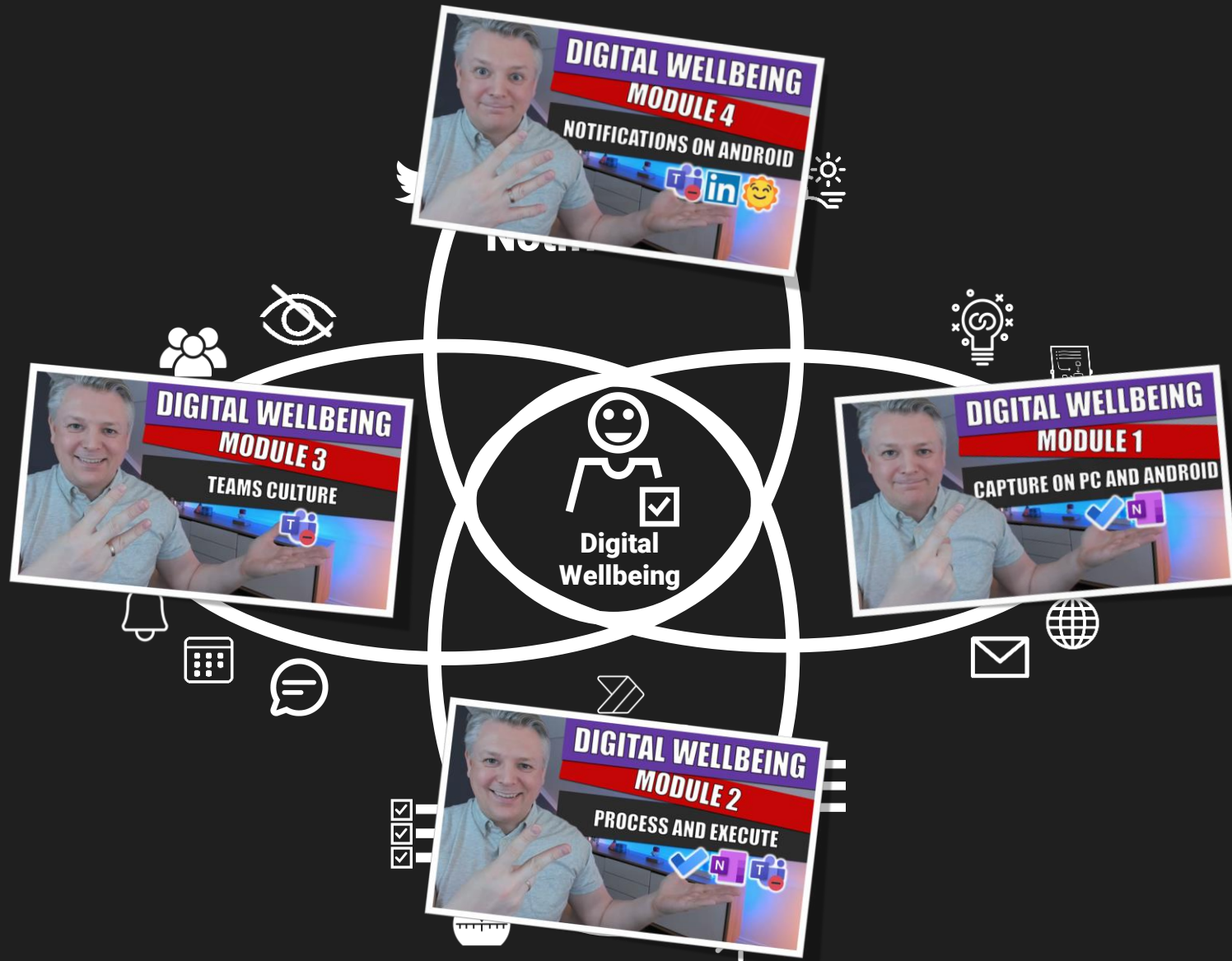
*To protect employee privacy, we show a range of values within a certain threshold.

Copilot ready

Empathic Leadership



Copilot ready



**How to practice empathic
leadership in context of
Microsoft 365?**

Teach **Digital Wellbeing and
become Copilot ready**

“If you know the **WHY**, then you can live by any **HOW**”

Friedrich Nietzsche

Thanks for watching 📌



<https://CloudWay.com/DigitalWellbeing>

Ståle Hansen, CEO 📌 CloudWay

Microsoft Regional Director

Microsoft MVP