

A Step-by-Step Process For Running a Fully Remote Company

Everyone always has a lot of questions about how we got here and how the whole remote work thing...works. Here's a look at some of the most important steps for running a fully remote company.

Trust your team.

Utilize the right tools.

Communication tool like Slack

Project management tool like Trello

Development team tool like Jell

Collaboration tools like Google Docs/Sheets/Hangouts

Analytics tool like Databox

Meeting tool like Zoom

Payroll/HR hub like Zenefits

Customer Service platform like Hubscout

Password management software like 1Password

Build your culture.

Encourage socializing through online messenger.

Host "photo Friday" company group chat.

Start every meeting by checking in with teammates.

Embrace diversity.

Don't limit hiring to your physical location.

Hire customer support team members from different timezones (that way you have coverage around-the-clock!).

Prioritize work/life balance.
