Surviving COVID with the Breakfast Club
Task Management & Communication Tools for Multi-Generational Telework
Overview

Team
Planning
Timeline
Tools

Trello
Slack
Zoom

Reception
Questions
The Team

Our library is made up of a range of age groups including Boomers, Gen-X and Gen-Y.

We are also divided between staff and librarian roles, and have departments that each include service-oriented and project-oriented positions.
Big Picture Planning like
The Big Chill

Amazing tradition. They throw a great party for you on the one day they know you can't come.
The Timeline

Feb 27th
Geraldine & Rachel Present
Presented on some of these tools at the GA Women in Higher Ed Conference

Mar 9th
AD's and Director Planning
The first of several meetings with the director and all associate directors takes place early Monday morning to discuss COVID continuity planning.

Mar 11th
Geraldine & Rachel Meet
The two get together in real life for one of the last times to prepare the COVID resources webpage and create Trello boards for the library to use teleworking.

Mar 13th
Rachel Gives Slack Demo
A live demo of Slack is delivered in Zoom and all library staff are invited by email.

Mar 19th
Carol Leads Our Final Face-to-Face Meeting
All library employees are invited to a final staff meeting in the open space of the library annex second floor reading room. Trello is announced and live at this point.

Mar 20th
Wendy Leads First TGIF in Zoom
The first Friday after a full week of telework we have our Zoom happy hour. Earlier that week we also had a staff meeting in Zoom.
The Tools

**TRELL**
Team Task Management

**SLACK**
Real-Time Communication

**ZOOM**
Video-based Hangouts
Millennials constantly Scream

- SO Meta & self-aware (Scream was the first meta-horror film)
- May make lists about making lists (biggest fear is forgetting)
- Communication overload (no wonder we’re afraid of phone calls)
- Afraid of literally everything being on the verge of extinction
- SO much anxiety, worry and stress, behind a mask
- SO much imposter syndrome (we’re all wearing masks)
- Want to beat everyone else to it /survival of the savvy-est
- Grew up with now obsolete media AND computers in classrooms
- Adapts well to new technology, enjoy learning new things
Trello keeps us less Clueless

- COVID-19 All Library Board
  - Resources
  - Access Services
  - Collection Services
  - Research Services
  - Administration
  - Various Teams
- Standing Committee Boards
  - Public Relations Team / Blog Board
- Strike Team Boards
  - Mindfulness
Trello Examples

- Inventory home equipment, knowledge of zoom, vpn, etc., coordinating with CSK & KG

Members
- John
- KG

Labels
- Technology
- Planning / Preparations
- COVID-19
- Human Resources / Personnel
- Meetings

Description
Add a more detailed description...

Activity
Carol Watson Mar 10 at 2:10 PM
Saved on L: drive Law Library > COVID 19 Contingency Planning > Work @ Home Readiness.xlsx

Due Date
Mar 10 at 4:07 PM
COMPLETE

Search labels...
Slack helps us chat like Hackers

- #anxiety_primal_scream_zone
- #coffee_tea_club
- #collection_services
- #digital_commons
- #home_office_with_a_view
- #mindfulness
- #positive_panda
- #prof_dev_videos
- #reference
- #slackhelp
- #social_media_content
- #systems
- #what_ya_reading
Welcome @Jim Henneberger!!!!

Wendy 11:52 AM
NOW the fun can begin that @Jim Henneberger is here!

Rachel 11:54 AM
[futurama]
Posted using /giphy (2 MB)

JT 2 days ago
That's a skit in the law library sitcom if I ever heard one

Rachel 😡 2 days ago
[angry ren stimpy]
Posted using /giphy (508 KB)

Files

PDF Files

Everyone

Rachel (you) Rachel Evans
Wendy Wendy Moore
JT
Stephen Stephen M. Wolfson
Geraldine Geraldine Kalin
Heather Heather Jane Edith Simmons
Amy Taylor Amy Taylor

Rachel Mar 20th at 3:40 PM
law library reference - 3-22 - 3-28.pdf
JT Mar 16th at 2:41 PM

law library reference - 3-15 - 3-21.pdf
JT Mar 16th at 2:41 PM

You're Welcome

YouTube KaZm
Frank Zappa - Whippin' Post (live)

Dave 8 hours ago
This link goes to a better playlist

Marie Mize 7 hours ago
Oh my!!! My mind is blown. Zappa doing a Gregg Allman song.
GenX’ers know that
Reality Bites

- Long hours on our own with limited entertainment options growing up
- So. Many. Recessions.
- Can understand ~50% of cultural references from BOTH the Boomers and the Millennials
- Best to be laid back and see what happens
Zoom lets us hangout like The Breakfast Club

- One on one meetings with supervisors
- One on one for collaboration
- Small teams (3 to 5) cross-departmental
- Department meetings
- Staff-wide meetings
- Virtual events (pet therapy, reading room)
- Special occasions (group video for graduation)
- TGIF Friday afternoon happy hours!
Zoom Examples
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<thead>
<tr>
<th>Platform</th>
<th>Joined</th>
<th>Avg. Actively Contribute</th>
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<td>Zoom</td>
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Don't You Forget About Me...

Successes & Challenges

Continued Use in the Future

Contact Us at the University of Georgia Law Library

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