

## Nick's Corner



### How to Convince Your Boss to Let You Work from Home

More and more people are working remotely, and many say it improves their productivity and satisfaction — while also saving them time and money. How can you convince your boss to let you do so? What arguments or evidence should you use? And what factors will increase your chances of securing a regular work-at-home schedule?

**What the Experts Say.** Working from home has a bad rap. But, in fact, research suggests the opposite: Working from home increases productivity, efficiency, and engagement. “So be sure you’re in good standing with your manager before making the request. Here are some strategies to convince your boss to let you work remotely.

**Reflect on your motivations.** Before broaching the subject with your boss, be clear on why you wish to work from home in the first place. Whatever your motives, you need “to be honest with yourself about what you’re asking for” and make sure your intentions are pure, she says. It would be unfair to “do a bait and switch” with your boss “by saying you want to work from home to be more productive, but really it’s that you want to be at home with your child and check emails only occasionally.”

**Devise a plan.** Next, Dillon says, you need to consider what a realistic remote work schedule would look like. And try to “imagine how your boss will hear your proposal.” “There should be no absolutes,” Dillon says. “Your boss needs to know you can make it to an important Friday meeting, even if that’s your work-from-home day.” “Your manager needs for other people to not see your schedule as a four-day week.” A tip: If you’re proposing to work from home a single day per week, try for Wednesday. This way, your boss won’t perceive your request to elongate your weekends,

**Talk to your boss.** Your proposal should be simple and straightforward, Dillon says. Explain to your boss, “Here’s what I am thinking, here’s why, and here’s what the organization will gain.” That last point is critical. “

**Give your boss time.** If your initial conversation goes well, “present your boss with a one-page proposal that details your plan.” And then back off. “Your manager needs time to think about the implications, or maybe get approval from HR. “

**Be willing to experiment.** Bloom says “A pilot is a low-risk way to see whether an arrangement like this can work. “After the trial ends, she recommends having “a calibration conversation” to discuss whether “your mutual expectations” were met.”

**Push for organizational change.** “Allowing employees to work from home is increasingly a standard practice” at organizations around the world, Bloom says, but not all companies are so enlightened. The goal is to “remove the burden of making the decision” from one single manager.

**Just do it.** There is an argument for “just taking the plunge” into remote working without explicitly asking for permission, Bloom says. “The next time an opportunity presents itself — “seize the day” and be as “effective as possible” in your remote work “It proves that you can manage it.”

by Rebecca Knight. Published in Harvard Business Review 5/5/2017.

## Client Services

Good Day,

As we are nearing our Live date, I will soon be contacting those clients that have expressed interest in the Calastone functionality to arrange a training session with the relevant departments and individuals.

If you are interested in using the Calastone functionality, please login to FinSwitch to review the Calastone Order Form and BRS. If you would then like a training session set up, please email me on [tasneemg@finswitch.com](mailto:tasneemg@finswitch.com).

**Best Wishes**  
**Tasneem Gydien**  
**Client Relationship Manager**

## Application Desk

### New Release

Due to major architectural improvements in the upcoming release, more vigorous testing was needed. It has extended our delivery estimation, however we believe that the new change warrants the additional testing, to ensure a risk-free changeover.

If you missed our last Newsletter on the major items to expect in the release, they are:

### Calastone

Product Providers will soon have access to more than 1,000 Fund Managers in 29 countries and cross border transactions via the FinSwitch Calastone interface.

### Notifications

To reduce the number of notifications users receive, we have redesigned how notifications will be distributed and managed. Users will only receive (email) notifications or popups that are **critical** and which **require immediate action**. All other secondary process driven notifications will now be available from the frontend Notifications Log. We believe that the new Notification process will improve the performance for those who experienced a lag with multi file uploads.

### Architecture

We have enhanced certain performance aspects of the application to improve the longevity and stability of the FinSwitch platform. We will update you soon on our release date.

On a less stressful note, we welcome Waseemah Dhansay to FinSwitch. Waseemah joins us as our BA, replacing Siyah Mapukata, who left FinSwitch. We wish her every success in her career at FinSwitch.



**Best Wishes**  
**Ismail Allie**  
**Head: Development**