

Anonymous, Large Firm, Dallas

The following information comes from an architect in a large firm in Dallas. Below, they share their best practices for working remotely.

Our Remote Work System:

I have designed the current work from home approach for my team. Generally, my partners are also using this model. Internally, we are using Microsoft Teams. Each team has a 'check in' chat thread to begin and end their workday. Those chat threads are started by a designated manager.

All work assignments are documented in the team planner workplan.

We all have VPN to access our main server, and it is working well. Revit is used over VPN for small projects. We utilize BIM 360 cloud for larger ones.

For client meetings, we are using Zoom.

As Dallas has issued a Shelter-in-Place Order until April 3, my entire team is currently working remotely. We are finding that a majority of our general work projects can be handed quite effectively.

When required, we are arranging virtual construction observation. This helps us limit our contact to the appropriate social distance parameters as set by Dallas County guidelines.

Additionally, our board has issued clarification to our staff stating that travel for essential work-related activities is not constrained by the Shelter-in-Place order.