



MYTH *vs.* REALITY

Telework is a strategic business tool that can increase employee engagement and productivity, help agencies recruit and retain top talent, reduce organizational costs, and allow for continuity of operations during emergencies. To achieve these benefits, telework requires commitment from employees, managers, and senior leaders. This infographic shatters common telework myths and provides tips to help build a healthy, flexible work environment.

MYTH

Teleworkers are out of sight, out of mind.



REALITY

With modern technology, teleworkers can share seamless communication with their office and customers, at all times. Managers may need to shift their focus from monitoring employee visibility to the completion of work products. And teleworkers can help by ensuring managers and co-workers know their schedules, how to reach them, and how customers are being handled.

MYTH

Managers should not telework.



REALITY

Managers and supervisors must be committed to using telework to the fullest extent possible for Federal telework programs to succeed. Leaders who telework drive positive change within their organization's culture and can model successful telework strategies that employees are likely to adopt.

MYTH

Federal teleworkers are typically women with school-aged children or millennials.



REALITY

Surprise! Results of the Federal Employees Viewpoint Survey (FEVS) show that men represent a slightly higher percentage of teleworkers (51%) versus women (49%) and suggest that men are just as likely as women to seek workplace flexibilities to manage their work, family, and personal responsibilities. The FEVS results also reveal the typical Federal teleworker is a slightly older, non-supervisor with fairly stable employment tenure in the same agency.

MYTH

People who telework are lazy and unproductive.



REALITY

Research shows that teleworkers are more productive and less likely to take time off of work. Telework is also a flexibility that top performers often value. An agency could lose top talent by not having a culture supportive of telework.

MYTH

Telework negatively affects employee and team morale.



REALITY

Telework can improve morale by giving employees a greater sense of autonomy over how they complete their work. Teams should utilize available technology to keep the lines of communication open between teleworkers and non-teleworkers and create opportunities for face-to-face interactions. The perception that teleworkers are not committed to their work or agency can be combated by leadership and internal communications campaigns.

Visit [Telework.gov/CommonMyths](https://www.telework.gov/CommonMyths) to learn more about breaking down barriers to telework in the Federal Government