

You Are Not A Frog

Workbook, CPD & Reflection Log



Episode 73: Tech Tips for Happy Hybrid Working with Dr Hussain Gandhi

Do you ever feel fatigued when working virtually? As you go through meetings and documents online, perhaps you're wondering how you can streamline the process. Maybe you're looking for a way to make technology work for you, not against you.

Well, you're in luck. In this episode, Dr Hussain Gandhi, a tech-savvy GP who uses practical technological innovations to his benefit, joins us.

Hussain talks about some of the vital tools he uses to make work and life easier. He also discusses some tech hacks to improve engagement with other people in meetings. According to him, hybrid meetings may become the new trend as we approach an end to this pandemic. And so, he gives us tips on how you and your colleagues can transition to this setup. Ultimately, the goal is for you to be as efficient and productive in work without sacrificing your well-being.

Podcast links

- [Virtual Fatigue Buster Toolkit](#)
- [Resilient Team Academy for Busy Leaders](#)
- You Are Not A Frog Episode 16: [Productivity Hacks for a Calm and Effective Life with Dr Gandalf](#)
- Dr Gandalf on [Twitter](#) & [LinkedIn](#)
- eGPelearning: [Website](#) | [YouTube](#) | [Podcast](#) | [Twitter](#)
- [The Third Space](#) TEDx talk by Dr Adam Fraser
- [Free to Focus](#) by Michael Hyatt
- [LastPass](#)
- [Calendly](#)
- [Logitech C920](#) webcam
- [Blue Yeti](#) microphone
- [Sign up here](#) for more FREE resources.
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- [Email Rachel](#) or reach her on [LinkedIn](#) or [Twitter](#).
- Sign up for a [Permission to Thrive membership](#) so we can help you thrive at work and life

QUOTE TO REMEMBER:

'That's one thing I think many people in primary care forget, we spend so much time using a desktop PC, and then we're just happy to accept the run-of-the-mill carbon copy things and not think about how that affects our posture, or health, or that kind of stuff. So looking for better equipment, always a positive for me.'

What You Will Learn from the Activity

The pandemic has brought way too many challenges to the ways in which we work. One thing that we can use to our advantage is technology.

This workbook and this episode will help you realise how you can improve your life and work experience by leveraging technological tools. You'll learn to pinpoint your weaknesses regarding technology and how you can improve on them. Dr Gandalf even shares tips to inspire you to create hacks based on your experiences with your current setup.

Additionally, he also talks about the significance and benefits of hybrid meetings. This workbook will help you navigate and prepare for such a setup.

Lastly, you can also reflect on what decompressing activities may be good for you. We spend so much time in our virtual and work environment that we sometimes forget to relax. Hopefully, this workbook will help you find relaxing activities to serve as a breather from your high-stress job.

Activity: How Technology Can Increase Productivity

Among all of the tips we discussed, which one do you find the most valuable? How can you apply this to your virtual environment?

What tasks do you have on your schedule? Are there any tech tools you can use to schedule and complete these tasks more efficiently?

What are the problems you face as you work virtually? Which of the tools or tips mentioned in the episode can help you overcome these issues?

What opportunities and benefits have online meetings brought to you and your colleagues?

Online and physical meetings each have their advantages and disadvantages. Hybrid meetings are also an option you can explore. How do you think hybrid meetings can help you in the future?

What issues do you have with online meetings? How can you address these? What tools, knowledge or ground rules do you need?

Issues	Potential Solutions

Do you have ground rules for meetings to make them more efficient? Are there any more rules you can suggest to improve everyone's meeting experience?

In the clamour of everyday life, we sometimes forget to take a break and take care of ourselves. What activities can you easily slip into your schedule to refresh yourself? List them down below. Commit to doing at least one, particularly when you're having a busy day.

Duration	Activity
5 minutes	
15 minutes	
30 minutes	
1 hour	

CPD time claimed:

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