

Sample Telework Survey

Below you'll find a sample telework survey. This survey is intended to help employers gauge how teleworking is impacting employees. If you are interested in administering this survey, email waytogo@drcog.org to receive an online survey link for easy participation and reporting

Please answer a few questions regarding how you travel to work. If you telework, work from home or work remotely, we would like to ask you some additional questions about your experience. For the purposes of this survey, we will use "telework" to describe the action of working from home or remotely.

1. How did you travel to work today or on the last day that you worked?
 - Drove alone
 - Carpooled or vanpooled
 - Bus or lightrail
 - Bicycle
 - Walk
 - Teleworked - worked from home or remotely
 - Other (please specify)

2. How many miles one-way is your commute from home to work?
Enter the number of one-way miles _____

3. How often do you telework?
 - Never or less than one day per month > SKIP TO QUESTION 13
 - At least one day per month, but less than one day per week
 - 1 day per week
 - 2 days per week
 - 3 days per week
 - 4 days per week
 - 5 or more days per week

4. How long have you teleworked (at least one day per month)?
 - Less than 1 month
 - 1 month to 6 months
 - 7 months to 1 year
 - More than 1 year

5. Would you say the quality of your work increases or decreases when you telework?
 - Increases substantially
 - Increases somewhat



- No change in quality
- Decreases somewhat
- Decreases substantially

6. Are you more likely or less likely to meet deadlines when you telework?
- Much more likely to meet deadlines
 - Somewhat more likely to meet deadlines
 - No difference in meeting deadlines
 - Somewhat less likely to meet deadlines
 - Much less likely to meet deadlines
7. Overall, would you say you are more productive or less productive when you telework?
- Much more productive
 - Somewhat more productive
 - No difference in productivity
 - Somewhat less productive
 - Much less productive
8. Do you feel more connected or less connected to your colleagues when you telework?
- Much more connected
 - Somewhat more connected
 - No difference from when I am at work
 - Somewhat less connected
 - Much less connected
9. Do you think you are more responsive or less responsive to customers when you telework?
- Much more responsive
 - Somewhat more responsive
 - No difference in responsiveness
 - Somewhat less responsive
 - Much less responsive
 - Not applicable

10. When not working at an employer’s office, some things may be more difficult. Please rate each of the following in terms of how difficult or easy they are for you when you telework.

	Very Difficult	Difficult	Neither	Easy	Very Easy
Communicating with co-workers					
Holding online group meetings					
Sharing documents with co-workers					
Accessing your documents or files					
Having sufficient office space					
Obtaining sufficient office or computer equipment					
Obtaining support from office staff					
Avoiding working too many hours					
Being able to focus or avoiding distractions					

11. Overall, would you say that your work/life balance is better or worse when you telework?

- Much better
- Somewhat better
- No difference in work/life balance
- Somewhat worse
- Much worse

12. Overall, has your experience teleworking been positive or negative?

- Very positive
- Mostly positive
- Neither
- Mostly negative
- Very negative

13. Which of the occupation categories below best describes you?

- Professional/Managerial/Supervisory/Administrative/Technical
- Sales/Clerical/Service
- Laborer/Craftsperson
- Other (please specify) _____