



## Welcome to Found Friday!

*In response to the changes to the way we will work and communicate over the next several weeks, brought on by COVID-19, we are continuing our “Work From Home” coverage. [Corporate Communication Solutions](#) can assist in transitioning you and your team to a remote office environment. Please reach out to us at [info@ccsinc-online.com](mailto:info@ccsinc-online.com)*

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### 2 weeks in: what we’ve learned about remote work

In the two weeks since our team here in the Puget Sound moved to remote work, the fight against COVID-19 has intensified. Many people in countries across the world are simply staying home. And with schools, churches, businesses, and offices closed, we are discovering what it’s *really* like to be

home with our families at all times, while also trying to stay productive and connected to our work teams. [Read more](#)

### Helping small and medium-sized businesses work remotely with Teams

As local cases of COVID-19 continue to mount, our government told many in-person businesses to remain temporarily shut until the outbreak is contained. Small and medium-sized businesses (SMBs), already hit hard by the impact of the outbreak, will feel the effects of this the most. [Read more](#)

### How to record a meeting on Microsoft Teams

Microsoft Teams allows you to record the meetings you have in the platform either to review it later or to share it with someone else who couldn’t attend. [Read more](#)

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## Tips for working from home

This week, owing to the coronavirus, many Americans are going to experience the highs and lows of working from home. While there are definite plusses to working from your own abode, it's not all sliding across the living room floor in a white button-down shirt and socks. [Read more](#)

## Top Ten Things You Shouldn't Do with Microsoft Teams While Working from Home

Who else is already going a little stir-crazy working from home? Even though I've been working from home for years I'm feeling it too...[Read more](#)

## Microsoft Teams at 3: Everything you need to connect with your teammates and be more productive

This week marks the third anniversary of Microsoft Teams. It's been an incredible three years, and I'm inspired to see the way organizations across the globe are using Teams to transform the way they work. [Read more](#)



***Hang tight...shipments of toilet paper are almost here!***

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