

6 Ways to **replace** **ineffective meetings** with **fuse**

These six recommendations aim to free up employee time, boost productivity, and reduce organisational costs.



Introduction

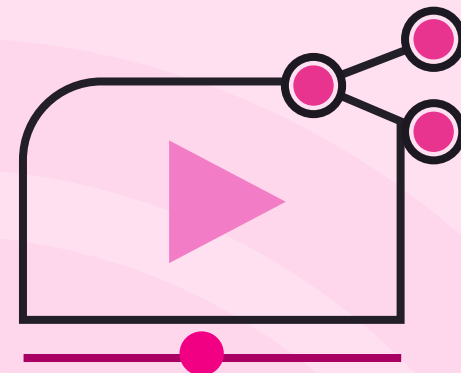
Flexible work is increasingly important, with **78% of knowledge workers** wanting to work from *where* they're most productive, and **95% seeking flexibility** in *when* they work. However, meetings often dominate workdays, leading to lost productivity, scheduling conflicts, and multitasking. Employees spend an average of **18 hours per week in meetings**, with many wanting to decline a third of them.

To address this, organisations should adopt a digital-first approach, providing tools that allow employees greater autonomy in how and when they work. This guide outlines six ways to use the Fuse learning platform to **reduce unnecessary meetings, enhance collaboration**, and **boost productivity**.

Share Important Company Updates

Instead of holding costly and unproductive meetings where business updates are shared, use Fuse to post video recordings of key updates.

This ensures that all team members receive crucial information, with data analytics tracking who has viewed the updates. The comments section allows for feedback, fostering a two-way conversation that keeps employees engaged and valued.



Encourage Idea Sharing

Meetings can hinder spontaneous idea generation due to groupthink and time pressure. Instead, use Fuse to create a master thread where team members can share ideas as they arise.

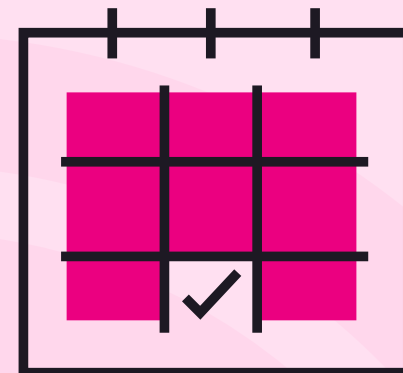
This asynchronous method allows for more relaxed and creative collaboration, fostering a culture of innovation without the constraints of scheduling or the need to speak up during meetings.



Provide Weekly Updates

Replace tedious weekly update meetings with video updates shared on Fuse.

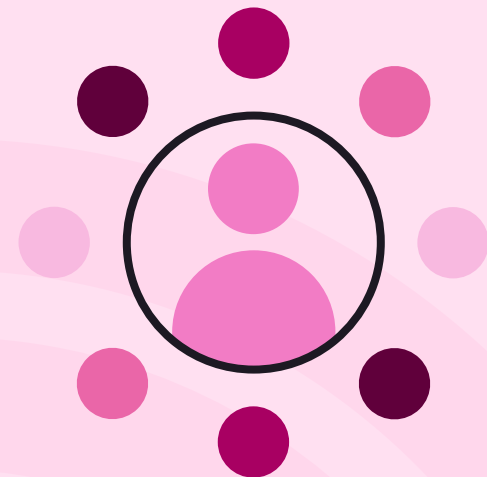
This approach leverages the growing popularity of video content, making communication more engaging and effective. Team members can share updates at their own pace, ensuring consistent communication without the need for lengthy meetings or emails. Questions can be addressed directly in the comments, streamlining the process further.



Establish a Community with External Stakeholders

Collaborating with external stakeholders can be challenging due to scheduling conflicts and disconnected communication.

To streamline this process, create a Fuse community for external partners, agencies, or contractors. This space allows for sharing ideas, assets, and feedback, enhancing collaboration and efficiency without the need for endless meetings or long email chains.



Support New Joiners

The initial months at a new company can be challenging, especially in remote settings. To ease this transition, use Fuse's learning plans to provide new joiners with essential content, such as videos, documents, and courses.

This approach allows them to learn at their own pace while tracking progress. If they have questions, they can seek clarification in the comments, reducing the need for multiple follow-up meetings.



Address Knowledge Silos

Hybrid and remote work can lead to knowledge silos, where vital information isn't shared with all team members.

To combat this, use Fuse to encourage team members to share crucial updates, industry insights, and prospect information in designated communities, like 'New Business Leads' or 'Industry News.' This ensures everyone stays informed, regardless of location, without needing additional meetings to relay missed information.



About Fuse

Fuse is a leading learning platform that integrates learning, knowledge, and communication into daily workflows.

Offering both LXP and LMS functionality, Fuse is an all-in-one solution designed to improve knowledge sharing, boost engagement, and enhance collaboration. With AI-driven personalization, users can access tailored learning experiences and quickly search company data.



Additional resources

Learn more about Fuse by visiting fuseuniversal.com