

# WHY TELECOMMUTING WORKS!

There is much more valuable information about telecommuting we'd like to share than this brochure allows, so we have produced the attached mini-CD, entitled *Telecommuting Works*, which you can view at your convenience.

TELECOMMUTE  
*Connecticut!*

CBIA  
CONNECTICUT BUSINESS & INDUSTRY ASSOCIATION

**DON'T WAIT.**  
Get the benefits of telecommuting working for you now. Contact *Telecommute Connecticut!* today.

*By e-mail:*  
info@telecommuteCT.com

*By telephone:*  
From anywhere in Connecticut,  
Toll-free: 1-800-255-7433  
Or call: (203) 777-7433

*By mail:*  
Telecommute CT!  
c/o Rideworks  
195 Church Street  
New Haven, CT 06510

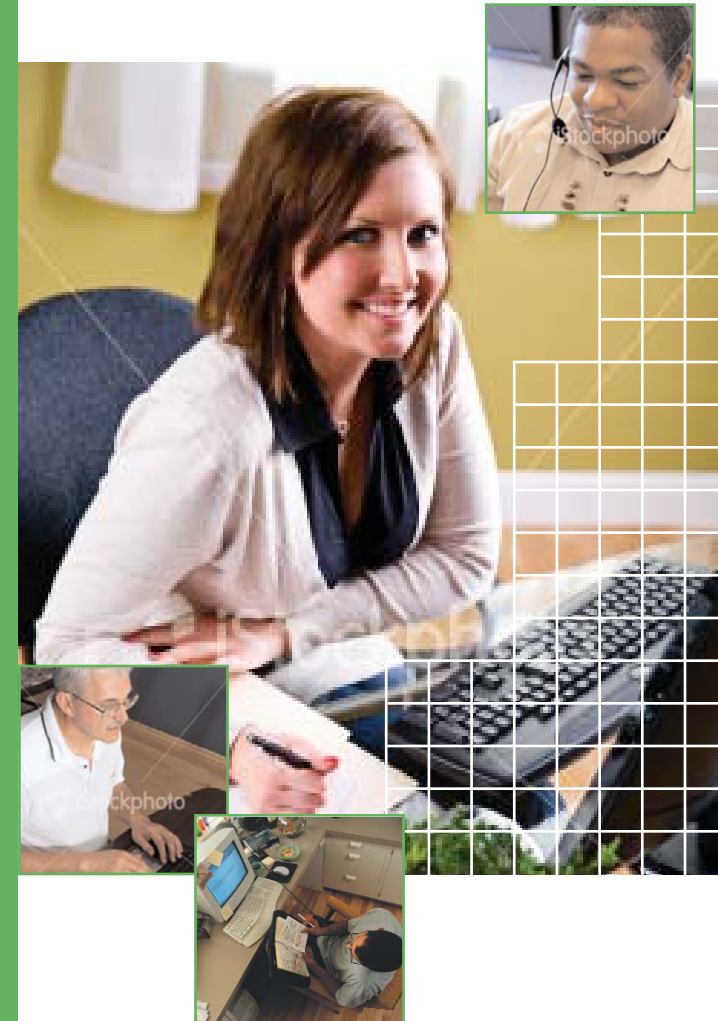
[www.telecommuteCT.com](http://www.telecommuteCT.com)

*Telecommute Connecticut!* is a commuter service of the Connecticut Department of Transportation. The program provides free assistance to employers with the design, development and implementation of telecommuting programs in order to relieve traffic congestion.



Connecticut DOT  
Commuter Services

## TELECOMMUTING WORKS for Connecticut Businesses of All Sizes



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**We'll help you get started!**

## Alliance Supports Connecticut Businesses

CBIA and the state's *Telecommute Connecticut* program have joined forces to generate awareness, educate and assist Connecticut employers with taking advantage of telecommuting's proven bottom-line benefits.

As a CBIA member, you can enjoy the *free* services of *Telecommute Connecticut* that we are pleased to present for your consideration in this brochure.

### Who is Telecommute Connecticut?

Telecommute Connecticut is a comprehensive resource that helps employers design, test, implement and maintain a telecommuting program.

Telecommute Connecticut's expert consultant team can guide you through the process of putting together a successful telecommuting program, which can help you enhance your bottom line and become an employer of choice. Telecommute Connecticut is funded by the Connecticut Department of Transportation to help relieve traffic congestion.

### What is Telecommuting?

Telecommuting is a flexible work arrangement that enables selected employees to work from home or other off-site locations at least one day per month.

Telecommuting utilizes today's communications technologies to bring the work to the worker, rather than the other way around.

*"CBIA is working with Telecommute Connecticut to provide our members with all the information and assistance they need to introduce telecommuting to their work place."*

— Peter Gioia, CBIA Vice President & Economist

## How Telecommuting Benefits Employers

Connecticut businesses with telecommuting programs are reaping several key benefits. Telecommuting will help you:

- Increase productivity
- Improve employee retention
- Expand recruiting options
- Reduce overhead
- Reduce absences
- Improve plans for business continuity

## How Telecommuting Benefits Employees

Employees who have the right characteristics to be successful telecommuters enjoy many positive benefits. Telecommuting:

- Increases job satisfaction
- Enables better work-life balance
- Improves productivity
- Reduces commuting costs
- Promotes better health

**If you'd like to start enjoying these benefits—and more—contact Telecommute Connecticut now. Call 1-800-255-7433 or Visit [www.telecommuteCT.com](http://www.telecommuteCT.com)**

## Programs, Services & Resources

Telecommute Connecticut customizes our services to meet your specific business needs. We have highly experienced consultants ready to help your company with:

### Telecommuter and Manager Training

We'll conduct on-site training for your telecommuters and their managers, or provide detailed training materials to help you conduct your own training program in-house.

### Human Resources Policies and Procedures

We'll draft policies and procedures, including working agreements, that outline appropriate procedures and responsibilities for telecommuters and their managers.

### Voice and Data Needs Analysis

We'll help identify the specific services, equipment and technologies required to meet your needs.

### Program Goal Setting

We'll help analyze your business needs and customize specific program objectives to meet those needs.

### Program Implementation

We'll assist you every step of the way in getting your program up and running successfully.

