

Applied Leadership and Management in the Workplace

Module Assignment Submission

Student Name:	Monika Wojcik
Student Number:	2520725
Module No:	BMSK4015
Module Title:	Academic and Research Skills

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Table of Contents

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1. Introduction	3
2. Employee	4
2.1 Advantages for Employees.....	4
2.2 Disadvantages for Employees.....	4
2.3 Recommendations for Employees.....	5
2.4 Workplace Example	6
3. The Manager	6
3.1. Advantages for Managers.....	6
3.2. Disadvantages for Managers.....	7
3.3. Recommendations for Managers.....	7
3.4. Workplace Example	8
4. The Companies	9
4.1. Advantages for Companies	9
4.2. Disadvantages for Companies	9
4.3. Recommendations for Companies	10
4.4. Workplace Example	10
5. Conclusion	11
6. Reflection using a recognised model.....	11
6.1. Concrete experience.....	12
6.2. Reflective Observation	12
6.3. Abstract Conceptualisation	12
6.4. Active Experimentation	12
7. References	12

1. Introduction

This report examines remote management, a central component of contemporary work, as organizations increasingly rely on employees operating outside traditional office environments. Remote management is defined as the process of organizing, supervising, and supporting employees through digital technologies that enable communication, collaboration, and access to organizational resources regardless of location (Felstead, 2022). Understanding this concept is particularly important in the context of digital transformation and the widespread adoption of hybrid and remote work following the COVID-19 pandemic.

Examining remote management from the viewpoints of companies, management, and people will provide a full grasp of its effects. Remote work may have an impact on productivity, motivation, job satisfaction, and work-life balance. For instance, studies show that almost 40% of employees in the UK now spend at least some time working remotely, including both fully remote and hybrid arrangements (Chen et al., 2025). This figure shows how remote employment. has evolved from a special employer to a regular employment paradigm, making efficient remote management a key skill for modern companies.

Employee productivity is another crucial factor. Many employees claim that working remotely increases productivity. This view is supported by empirical data: in a survey of company management, 85% of respondents said workers were either as productive or more productive when working remotely, with 61% showing high productivity levels (Okta, 2023). According to this fact, employee performance can be maintained or even improved by remote management with the help of suitable digital tools and communication techniques. This suggests that for organisations, productivity results are dependent on good coordination and management skills and on physical presence.

Business costs and organisational efficacy are also impacted by remote management. Companies can lower costs for office space, energy, and commute subsidies by using flexible work arrangements. Employees could benefit from better work-life balance and more flexibility. To to research, 51% of remote employees say that flexible schedules improve their work-life balance, highlighting the beneficial social effects of remote work practices (McCartney et al., 2025). This suggests that remote management can improve staff retention and well-being in addition to productivity.

Research on remote work in the United Kingdom began in 1993, led by Alan Felstead, Nick Jewson, and colleagues and funded by the Employment Department. The study explored employees' use of alternative workspaces such as hotels, restaurants, and trains, revealing early patterns of home-based and mobile work. The COVID-19 pandemic further accelerated remote work, prompting additional research by Felstead and collaborators, including Darja Reuschke, on contemporary adaptations to remote and hybrid arrangements (Felstead, 2022).

2. Employee

2.1 Advantages for Employees

Remote management provides employees with several notable benefits, supporting both professional performance and personal well-being. One of the most significant advantages is increased flexibility, which improves work-life balance. By reducing or eliminating commuting time and allowing employees to work from home or other locations, individuals can devote more time to family, leisure, and personal development. This flexibility often leads to higher job satisfaction and lower stress levels, as employees gain greater control over how they organize their working day (Felstead & Reuschke, 2020).

When compared to traditional office settings, remote employees usually encounter fewer workplace interruptions. Working in a flexible workplace helps people to set their workspace in accordance with their preferences and working patterns, which can improve focus and productivity. Because of this, many workers claim to be more productive when working remotely (Ipsen et al., 2021).

Independence that comes with working remotely is another significant benefit. Workers frequently have more control over workflow, scheduling, and task prioritization, which can boost engagement and motivation. Employees are more likely to feel accountable for results and show greater dedication to their work when they are trusted to oversee their own work processes (Felstead, 2022).

Remote management also supports professional development through digital training and collaboration platforms. It promotes inclusivity by enabling participation for individuals facing barriers to traditional office work, such as caregiving responsibilities or physical disabilities (Felstead & Reuschke, 2020).

2.2 Disadvantages for Employees

Despite its benefits, remote management poses a number of difficulties for employees that may have a detrimental impact on their wellbeing and productivity. Social isolation is one of the biggest issues. Opportunities for casual conversation, teamwork, and peer support may be limited if there is less in-person connection with coworkers. Casual discussions and impromptu exchanges are frequently crucial for fostering relationships, exchanging knowledge, and bolstering team cohesion in typical office settings. Employees who work remotely for lengthy stretches of time may experience loneliness, low morale, and a diminished sense of belonging within the company due to the lack of these interactions (Wang et al., 2021).

Another important challenge is the blurring of boundaries between professional and personal life. Although remote work offers flexibility, it can make it difficult for employees to clearly separate working hours from personal time. Without clear spatial and temporal boundaries, individuals may feel pressure to remain constantly available or respond to work-related tasks outside standard working hours. This situation may result in longer working days, increased stress, and a higher risk of exhaustion or burnout (Allen et al., 2021).

Furthermore, employees working remotely may experience reduced visibility within the organization. Limited direct contact with managers and colleagues can restrict opportunities for recognition, networking, and career advancement. Technological difficulties, including inadequate home-office equipment or unstable internet connections, may further hinder productivity and reduce job satisfaction (Wang et al., 2021).

Overall, while remote work offers flexibility and autonomy, it also introduces risks related to isolation, blurred boundaries, and limited career progression.

2.3 Recommendations for Employees

Employees should implement measures that promote productivity, well-being, and ongoing professional growth in order to optimize the advantages of remote management while reducing any potential disadvantages. Setting distinct boundaries between work and personal life is one of the most crucial behaviors. Employees can retain structure during the workday by setting clear working hours, setting up a dedicated workplace at home, and planning frequent breaks. These methods improve long-term mental health and productivity at work by lowering the risk of overwork and preventing stress and exhaustion (Allen et al., 2021).

Maintaining regular social interaction is also essential in remote work environments. Employees should actively participate in virtual meetings, collaborative projects, and informal online communication with colleagues. Such interactions help maintain team cohesion, strengthen professional relationships, and reduce feelings of social isolation that may arise when employees work remotely for extended periods (Wang et al., 2021).

Assuring technological availability is another crucial suggestion. Efficiency and general work performance can be greatly increased with dependable internet access, suitable digital tools, and ergonomic home office equipment. Employees can coordinate activities within remote teams and communicate more efficiently if they are familiar with digital collaboration technologies.

Furthermore, employees should engage in continuous professional development by participating in online training, webinars, and digital learning opportunities. These activities support the development of new skills, enhance professional competence, and increase employee's visibility within the organization (Felstead & Reuschke, 2020).

By adopting these strategies, employees can effectively benefit from the autonomy and flexibility of remote work while reducing risks related to isolation, blurred boundaries, and limited career progression.

2.4 Workplace Example

A practical example of remote management can be observed in multinational technology companies such as Microsoft. The organization implemented extensive remotework policies during and after the COVID-19 pandemic, enabling employees to work flexibly from home or alternative locations. This approach reflects broader trends in remote work identified in recent research (Felstead & Reuschke, 2020).

Microsoft promotes clear work- life boundaries through structured schedules and dedicated workspaces, which help reduce the risks of overwork and burnout associated with remote work (Allen et al., 2021).

Remote management continues despite physical distance through regular virtual meetings and informal online contacts that support team cohesion and remove social isolation (Wang et al., 2021).

The company also invests in employee development by providing online training, webinars, and skill-building resources, supporting professional growth and increasing visibility within the organization. The provision of ergonomic equipment and reliable IT support further ensures effective remote work performance and helps employees maintain productivity in home-based work environments.

This example demonstrates how strategic remote management can balance flexibility, productivity, and employee well-being, while simultaneously addressing challenges such as social isolation and blurred work-life boundaries.

3. The Manager

3.1. Advantages for Managers

Remote management provides several advantages for managers, enhancing leadership effectiveness and organizational performance. One key benefit is improved oversight and task coordination. Digital collaboration tools allow managers to monitor progress, assign tasks efficiently, and track performance in real time, enabling timely interventions and informed decision-making (Choudhury et al., 2021).

Flexibility in managing remote teams also allows managers to adopt more adaptive leadership styles, tailoring communication and support to individual employee needs. This can increase employee motivation, engagement, and accountability, as managers can respond to diverse work preferences and circumstances (Waizenegger et al., 2020).

Remote work also facilitates resource optimization. By leveraging virtual tools, managers can reduce the constraints of physical office space, allocate personnel across locations, and coordinate projects globally, which supports strategic planning and operational efficiency. Additionally, digital documentation and communication enhance transparency and accountability, strengthening managerial control and reporting accuracy.

Overall, remote management enables managers to maintain effective supervision, support diverse teams, and optimize resources, while fostering employee engagement and organizational agility in a dynamic work environment.

3.2. Disadvantages for Managers

Despite the advantages of remote management, managers face several challenges that can hinder team performance and organizational outcomes. A primary concern is reduced visibility of employees' daily activities, which limits direct supervision and can make it difficult to identify performance issues, ensure accountability, and provide timely feedback (Gibson et al., 2022).

Another important problem in distant work settings is communication limitations. In addition to weakening informal networks that are necessary for productive teamwork, knowledge sharing, and group problem-solving, remote interactions, which primarily rely on digital platforms, can raise the risk of confusion and information delays. As organisations adjust to virtual workplaces, these communication systems and practice restrictions could damage team cohesion, impede the timely exchange of ideas, and slow decision-making processes (Anggelina & Rahayu, 2025).

Managing geographically dispersed teams can increase workload and stress for managers, who must coordinate diverse schedules, monitor task completion, and address technical issues. Balancing flexibility with productivity expectations requires careful planning and can place additional cognitive and emotional demands on managers.

Overall, while remote management enhances flexibility and resource utilization, managers must address reduced oversight, communication challenges, and increased coordination demands to maintain effective supervision, team cohesion, and organizational efficiency.

3.3. Recommendations for Managers

To manage remote teams effectively, managers should adopt structured leadership practices that enhance communication, trust, and performance. First, establishing clear communication systems is essential. Managers should schedule regular virtual meetings, define response-time expectations, and use collaborative platforms to ensure transparency and coordination across dispersed teams. Consistent communication reduces uncertainty and supports accountability in remote environments (Contreras et al., 2020).

Second, managers should focus on building trust and outcome-based performance management. Rather than emphasizing constant monitoring, leaders should set clear goals, evaluate results, and empower employees with autonomy. Trust-based leadership encourages motivation, responsibility, and higher engagement among remote employees.

Third, managers should actively support employee well-being and work-life balance. Encouraging reasonable workloads, respecting non-working hours, and promoting flexible scheduling can reduce stress and prevent

burnout. Managers should also provide opportunities for professional development through digital training and mentoring.

By strengthening communication structures, fostering trust-based leadership, and supporting employee well-being, managers can improve productivity, collaboration, and long-term team effectiveness in remote work settings and organizational performance (Kniffin et al., 2021).

3.4. Workplace Example

A practical example of remote management can be observed in multinational technology companies such as Microsoft, which significantly expanded remote work practices during and after the COVID-19 pandemic. The organization implemented flexible working arrangements that allow employees to perform their duties from home or other locations while maintaining productivity through digital collaboration tools. Platforms such as Microsoft Teams enable managers and employees to communicate, share information, and coordinate tasks efficiently in real time (Felstead, 2022).

Within this system, managers focus on maintaining regular virtual communication, setting clear goals, and monitoring progress through digital platforms. Such practices support effective supervision while allowing employees autonomy in managing their schedules and workflows (Choudhury et al., 2021). Additionally, remote management at Microsoft promotes employee engagement through virtual meetings, collaborative projects, and access to online learning resources that support professional development.

The organization also encourages employees to establish clear work-life boundaries and maintain social interaction within teams, which helps reduce isolation and improve well-being (Wang et al., 2021). This example demonstrates how structured remote management practices can balance flexibility, productivity, and employee engagement.

4. The Companies

4.1. Advantages for Companies

Remote management offers several strategic advantages for companies, particularly in terms of cost efficiency, talent acquisition, and organizational flexibility. One of the most significant benefits is the reduction of operational costs. By allowing employees to work remotely, companies can decrease expenses related to office space, utilities, and workplace maintenance, which contributes to improved financial efficiency (Kniffin et al., 2021).

Another advantage is access to a broader and more diverse talent pool. Remote work enables organizations to recruit employees from different geographic regions, increasing the availability of skilled professionals and

supporting workforce diversity. This flexibility allows companies to select candidates based on competence rather than location, strengthening overall organizational capability (Choudhury et al., 2021).

Remote management can also enhance productivity and organizational resilience. Digital collaboration tools enable efficient communication, project coordination, and knowledge sharing across distributed teams. In addition, companies that adopt remote or hybrid models are better prepared to maintain business continuity during unexpected disruptions, such as public health crises or environmental events (Brynjolfsson et al., 2020).

Overall, remote management supports cost reduction, improved talent acquisition, and greater operational adaptability, contributing to long-term organizational competitiveness.

4.2. Disadvantages for Companies

Remote management can also create several disadvantages for companies, particularly in relation to organizational control, collaboration, and long-term innovation. One significant challenge is the difficulty of maintaining consistent organizational culture across geographically dispersed teams. When employees rarely interact face-to-face, shared values, informal learning, and collective identity may weaken, potentially reducing commitment and coordination within the organization (Mamand et al., 2021).

Additionally, remote work can complicate knowledge sharing and spontaneous collaboration, which are often stimulated by physical proximity in traditional workplaces. Reduced informal interaction may limit creativity and slow innovation processes, particularly in industries dependent on teamwork and rapid problem-solving. Another concern involves managerial monitoring and performance evaluation. Organizations may need to invest in advanced digital infrastructure, cybersecurity, and monitoring systems, increasing operational costs and administrative complexity (Barrero, et al., 2021).

Furthermore, legal and regulatory issues related to data protection, workplace safety, and cross-border employment may become more complicated in remote settings. Consequently, while remote management offers flexibility, companies must carefully address coordination, cultural, technological, and regulatory challenges.

4.3. Recommendations for Companies

To maximise the strategic benefits of remote management while addressing its disadvantages, companies should adopt comprehensive organisational practices that strengthen culture, collaboration, and resilience. First, organisations should develop and sustain a coherent remote work culture by articulating clear values, expectations, and communication norms, and by facilitating structured opportunities for social and professional interaction. This approach helps maintain organisational identity and mitigates the weakening of collective commitment that can occur in geographically dispersed teams (Kniffin et al., 2021).

Second, companies must invest in robust digital infrastructure and collaborative technologies that support seamless communication, secure data exchange, and efficient project coordination. Reliable platforms for both synchronous and asynchronous interaction enhance operational efficiency, reduce misunderstandings, and support innovation across distributed teams (Wang et al., 2021).

Third, firms should implement outcome-based performance management systems that emphasise results and competencies rather than physical presence. Clear objectives, measurable metrics, and regular feedback cycles promote accountability and transparency in remote settings.

Finally, organisations should prioritise continuous digital training and development for both managers and employees, ensuring that all staff possess the skills required for effective virtual collaboration and adaptation to evolving remote work demands.

4.4. Workplace Example

A pertinent example of effective remote management can be observed at multinational technology companies such as Microsoft. The organization has implemented structured remote work policies that enable employees to perform tasks from home or alternative locations while maintaining productivity through digital collaboration platforms, including Microsoft Teams and SharePoint (Felstead, 2022). Managers utilise these tools to monitor project progress, assign responsibilities, and provide timely feedback, which facilitates efficient coordination across geographically dispersed teams (Choudhury et al., 2021).

Microsoft emphasizes clear work-life boundaries, encouraging employees to establish dedicated workspaces and adhere to structured schedules. This approach mitigates risks associated with overwork and burnout, while fostering overall well-being and job satisfaction. Regular virtual meetings and informal online interactions are integrated into team routines to support cohesion, knowledge sharing, and social connection, counteracting potential isolation (Wang et al., 2021).

The company further invests in professional development through online training, webinars, and skill-building resources, enhancing employee visibility and engagement. This case illustrates how strategic remote management balances flexibility, productivity, and employee well-being while addressing coordination, communication, and developmental challenges.

5. Conclusion

This report has comprehensively examined remote management as a critical feature of contemporary organizational practices, highlighting its multifaceted impacts on employees, managers, and companies. Remote management offers considerable advantages, including enhanced flexibility, autonomy, and professional development opportunities for employees, alongside improved oversight, resource optimization,

and adaptive leadership for managers. Organizations benefit strategically through cost reduction, access to diverse talent pools, and increased operational resilience (Felstead & Reuschke, 2020), (Choudhury et al., 2021).

However, remote work also presents significant challenges that can undermine well-being, performance, and organizational cohesion. Employees may experience social isolation, blurred work-life boundaries, and limited career visibility (Wang et al., 2021), while managers face reduced oversight, communication barriers, and increased coordination demands (Gibson et al., 2022). Companies encounter difficulties in maintaining organizational culture, fostering innovation, and managing regulatory and technological complexities (Mamand et al., 2021), (Barrero et al., 2021).

Effective remote management therefore requires a holistic and strategic approach. Organizations must integrate robust digital infrastructure, outcome-based performance systems, structured communication protocols, and continuous professional development programs. Emphasizing culture, trust, and employee well-being ensures sustained engagement, productivity, and long-term organizational resilience. This report underscores that the success of remote work hinges on balancing flexibility with structured support, enabling organizations to harness the benefits of remote management while mitigating associated risks.

6. Reflection using a recognised model

Having done all this research I reflected on all this research by using Kolb (1984).

Reflective model.

6.1. Concrete experience

I was asked to complete an assignment on employee management. During the process, I encountered several challenges, including limited time, difficulties in finding a quiet space, and uncertainty about the accuracy of the references I found for my report.

6.2. Reflective Observation

Feeling slightly stressed about meeting the deadline, I took steps to organize the information. I read books and articles relevant to my report, analysed the collected data, and prepared to start writing. I observed which methods of information gathering were most effective and which were less so.

6.3. Abstract Conceptualisation

I noticed that appropriate organizational and environmental measures, such as noise-cancelling headphones, help improve concentration and work efficiency. I conclude that proper workspace preparation, time management, and strategic use of information sources are crucial in completing reports and other academic tasks.

6.4. Active Experimentation

In the future, I plan to work in a quieter and more focused environment. I now know where to find reliable sources and which strategies for information retrieval are most effective, which will allow me to prepare reports more quickly and efficiently. I learned that academic research requires critical evaluation of sources, and I improved my skills in identifying, analysing, and synthesizing relevant evidence.

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Appendix A: Reflective Model