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Keep on Connecting

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The Keep on Connecting (KOC) work group was formed in March 2020 to support library workers as they moved primarily to telework in response to the COVID-19 pandemic. With the majority of staff working remotely that spring KOC was charged to develop professional development and community-building content and experiences. As we moved into summer, a phased reopening of many university services shifted the work environment for many staff. At the same time the small group had found that continued programming worked best with regular socials and through partnerships across the libraries. When more students returned in the fall and more divisions were either primarily on-site or primarily off-site, new dynamics resulted in a need to broaden the group and shift focus.

**Internal Communications**

Our staff blog was leveraged for communications regarding the group’s events and ideas on specific topics. The first example introduces the work group, a resource page, and the new category tag for our posts.

**Ergonomics for your home office**

- **General tips from VCU**
  - Select seating that supports the body a height adjustment and foot rests for longer periods.
  - Use an adjustable computer monitor with a maximum of 90 degree angle from eye level. The screen should be in line with the eyes.
  - Display images on your computer so that your neck is neither bent nor stretched.
  - To reduce eye strain, try to avoid glare on the computer screen and lighting in the area.
  - Avoid sitting in one position for long periods of time. It is recommended that you take breaks every 20 minutes.

**Programming Formats**

- **HITS**
  - Informational Blog Posts
  - Live Social Events
  - Live Professional Development

- **MISSES**
  - Asynchronous collaborations
  - Live Activity Focused Events

**2020 Timeline**

**Spring**
- Wide Closures
- Group Formation
- Trial & Error

**Summer**
- Phased Opening
- More Socials & Partnerships

**Fall**
- New Normal
- New Dynamics

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