

# Why Officevibe?



officevibe

# Lead with heart.

# Make space for real talk.



Officevibe is an app for businesses that helps them tackle team challenges and amplify strengths. Why? So your teams can do their best work, and you can build the work relationships we all want: tight, collaborative, and thriving.

## Officevibe is right for you if you're:

Growing fast

Officevibe tells you exactly how your growing workforce is doing - so you never lose touch with your people or what makes your business special.

In need of cultural maintenance

Officevibe points out frictions and challenges - so you can make the changes your culture needs.

A remote or distributed workforce

Officevibe makes it easy for teams to tell managers what they need - no matter where they are.

## In this guide, you'll find:

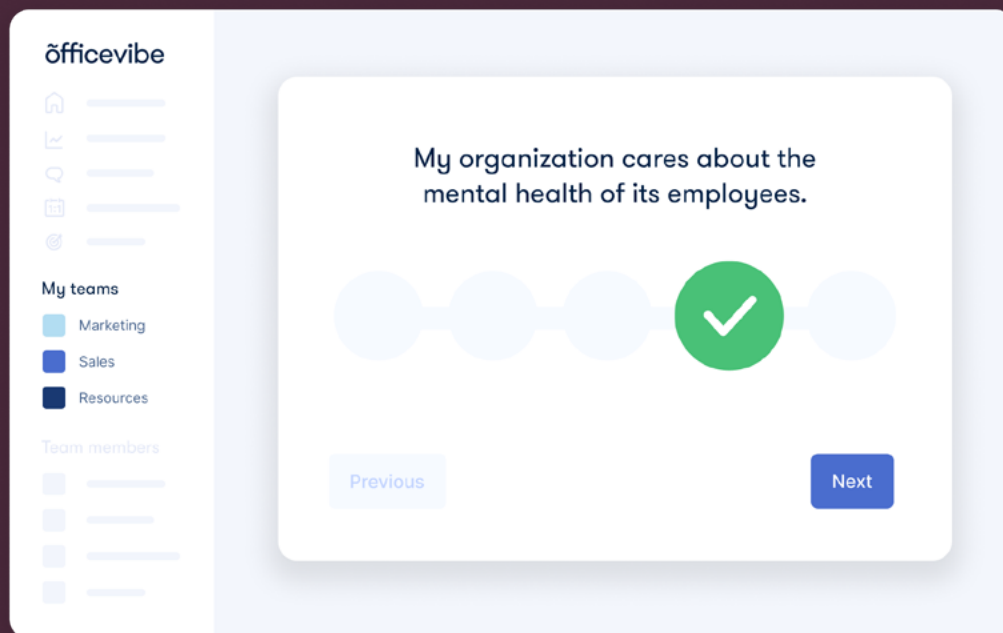
- How Officevibe Works
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# How Officevibe Works

Officevibe focuses on the manager-team relationship and provides HR with oversight.

Our incredibly easy-to-use platform gives teams a space to tell their managers anything. Then, it empowers managers to give their people the support they need to really thrive. Officevibe dissolves work blockers, points out strengths, and strengthens relationships. All without adding to a manager's workload.

And we don't just help managers. We're also here for HR, helping to monitor and train managers at scale. Officevibe gives HR the data they need to support their managers and take action on issues that touch their entire workforce, in real time.



# For Managers: The Officevibe Loop

This 3-step process is used by our most successful managers. The more you repeat it, the stronger relationships, performance and retention become.

## HOW GREAT MANAGERS USE OFFICEVIBE

### 1 Check the Pulse

Get a good reading of how your team feels, what they need, and what they want. This is what we refer to as “the pulse.” Think of it as monitoring your team’s health just as you would with your heartbeat or temperature. It’s about checking in often and making adjustments as they’re needed.

## OFFICEVIBE FEATURES FOR THAT

### Pulse Surveys

Five fun, anonymous weekly questions that help your people reflect on their day-to-day.

- Get weekly insights into how your team feels
- Tap into a bank of 120 fixed questions created in partnership with Deloitte – and add your own
- Make informed decisions for your teams

### Anonymous Feedback

Long-form questions your team feels safe answering honestly.

- Give every employee the chance to provide feedback
- Discover & discuss issues they wouldn’t share otherwise
- Get visibility on everyone’s challenges

### 1-on-1s

A time for for you and your team members to build relationships and work on performance.

- Deep dive into each employee’s reality
- Discuss day-to-day and long-term goals
- Check in on teamwork and strengthen collaboration





## 2 Drill down


Now, it's time to drill down and identify the root cause of any issues that surfaced while checking the pulse.

### Question

Select your question type

 Text

 Opinion scale

 Multiple choice

What would you like to ask?

On a scale from 0 to 10, how would you rate the presentation?

### USE THESE TOOLS TO DRILL DOWN

#### Survey Report

Look at how your team answered their Surveys

- Examine your sub-metrics, question report and eNPS
- Find areas of improvement
- Share and discuss them with your team

#### Custom Polls

Ask the questions specific to your team.

- Send customized questions or use templates to dig deeper into each metric
- Find out what to discuss further with your team

#### Employee-Manager Messaging

Respond to feedback while letting employees stay anonymous, or not.

- Empower employees to share their thoughts
- Get to the bottom of issues at hand
- Gather data on specific issues and flag feedback for HR
- Return to conversations, even months later, to double-check on resolution or track what was said

#### Feedback Guidance

Answer feedback the right way.

- Get help from our experts answering tricky or sensitive feedback

#### Collaborative 1-on-1 Agendas

Leave no problem unheard.

- Build structured 1-on-1 agendas together with team members
- Come to every meeting prepared for a productive conversation.

#### Conversation Engine

Leverage the power of neuroscience.

- Have better conversations with employees
- Tap into dozens of conversation starters that promote team alignment, personal development, and stronger mindsets.

# 3 Act together

After you identify areas of improvement, take action on what the data has revealed. We believe checking the pulse and drilling down is not enough. It's how you use these insights that matters.

As a manager, you are the one who can drive solutions and have a positive impact on your team. When your team sees their feedback is being used to improve their workplace, their trust and confidence in you grows.

## FEATURES THAT HELP YOU TAKE ACTION

### Shared Reports

- Give your team a view of their engagement
- Discuss what to work on while building transparency and trust
- Give them a sense of accountability for their results
- Ensure leadership knows exactly which areas of the business needs care

### Action Items

- Wrap up each 1-on-1 with Action Items
- Make it easier to follow up on what was done
- Create clear next steps you can check on
- Ensure one-on-ones lead to real outcomes

### Historical Data & Comparison Report

- Track initiatives to make sure they're working
- Check where your teams stand against each other
- Benchmark your performance against your industry's

### Team Goals

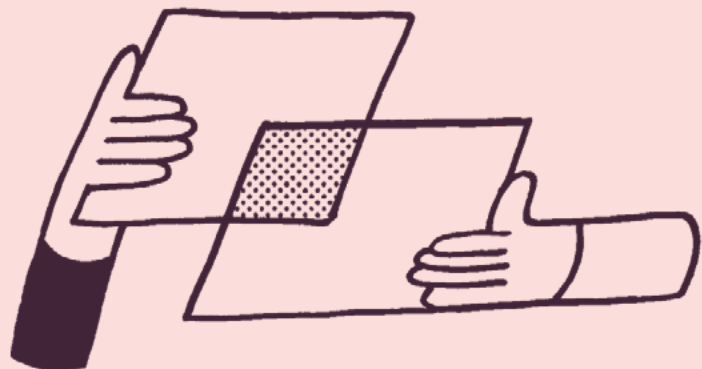
- Create goals the whole team can refer to
- Better plan next steps
- Align with business objectives
- Help team members set Individual Goals in line with the team's

### Learning Center

- Grow as a manager
- Learn from guides and articles by world-leading HR & management experts

### Individual Goals

- Work with team members to set Individual Goals
- Help them grow as professionals
- Further team and business objectives





# For HR & Execs: Reporting

With in-depth reporting, Officevibe guarantees HR & Executives have a 360-view of all results - so you can take action to impact each score.

You'll get a baseline employee Net Promoter Score (eNPS) right from the first Pulse Survey. This will give you an immediate idea of whether your employees would recommend your business as a place to work.

	Participation	eNPS	Overall	Relationship with Manager	Recognition	Feedback	Personal Growth	Alignment
	▼	▼	▼	▼	▼	▼	▼	▼
Benchmark	100	34	3.1	6.5	3.3	9.4	6.4	8.0
Analytics	67	8	3.2	6.6	3.4	9.4	6.3	8.0
Accounts	89	-47	2.6	5.7	3.3	9.4	6.0	8.0
Legal	83	77	2.1	8.7	3.2	9.0	4.5	8.0
Information Security	59	-5	3.5	8.9	3.0	8.7	6.4	8.0
Software Support	96	10	6.5	4.5	6.5	6.4	4.6	8.0
All organization	60	-43	2.3	6.7	4.5	8.8	6.0	8.0
Marketing	92	-20	3.3	6.7	3.3	9.3	6.8	7.0

## TYPES OF REPORTS

### → Engagement History

- Track trends over time to see how each team is evolving
- Step in when managers need help

### → Comparison Report

- Compare teams across your business to track those above and below average
- Keep an eye on those trending up or down over time
- Know when to lend an extra hand to struggling managers
- Build initiatives to get all of your teams up to the same level

### → Benchmarking

- Compare your scores with other businesses in your industry
- See how you rank with respect to other forward-thinking organizations - crucial knowledge for hiring and retention

### → Question Report

- Understand the questions – and answers – that are driving Survey results
- Create a plan for addressing low-scoring questions

### → Metrics Breakdown

- Get a clear picture of the areas of your business that need work
- Understand your strengths
- See which aspects of your business cause employees to stay, and which endanger retention

### → Participation Rate & Reliability score

- Track Pulse Survey participation
- See the reliability of each answer, based on the number of people who've answered it

### → Employee Net Promoter Score (eNPS)

- Measure how your actions or policies affect your promoter score over time
- Discover the strength of your employer brand

### → Exportable Reports

- Connect your data to your own custom dashboards
- Access your data in .csv files
- Create your own presentations, or cross-reference your data

# In Summary: Why Officevibe?

## For Teams

- Align with company values & objectives.
- Strengthen team-manager relationships.
- Safely signal when they're doing well & when something needs attention.
- Develop professionally, with more structure for self-improvement.

## For Managers

- Gain autonomy and accountability with respect to your teams.
- Know when to double-down on strengths & tackle challenges.
- Grow collaboration, trust and performance.
- Target team initiatives to improve engagement and performance.
- Improve soft skills with structured 1-on-1s, articles & feedback guidance.

## For HR & Executives

As a leader in your organization, honest feedback is your greatest asset. That's why Officevibe uses the power of anonymity to build trust and deliver game-changing insights.

### HOW THAT WORKS

#### Stronger recruitment & retention

Use Officevibe to develop a culture of open communication, trust, and collaboration. Turn employees into ambassadors, strengthen your employer brand, and retain the people you've worked so hard to attract.

#### Data segmentation by team & demographic

Capture and compare the data that matters to you. Segment and analyze your organization in an unlimited number of ways, or view variation reports to pinpoint changes in engagement over time.

#### Officevibe Safe Exchange anonymity engine

Use an approach to anonymity your people will trust. All Survey results are aggregated, while employees can toggle anonymity on or off for text-based feedback.

#### Structured engagement data

120 fixed Pulse Survey questions break down employee engagement into 10 Key Metrics. With consistent data, you can compare results across time, teams, or your entire industry (methodology created in partnership with Deloitte).

#### Custom question creation

Go beyond Pulse Surveys to dig deeper. Create Custom Polls to get the answers to your most specific questions.

#### Manager communication training at scale

In-app Feedback Guidance trains managers to respond to feedback, while 1-on-1 suggested talking points guarantee the right words to drive productive conversations.





# Pricing

Businesses with over 100 employees receive help from an onboarding specialist and access to premium customer support.

Additional discounts are available for clients with over 1,000 employees.

Employees	Unit price employee/month	Unit price employee/year Annual subscription	Unit price employee/year 3-year subscription
	US	US	US
0-199	\$4.00	\$40.00	\$36.00
200-1000	\$3.50	\$35.00	\$31.50