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Sample remote working survey questions

You may wish to use the following survey types and questions during a remote work survey.

Agreement statements

These remote working survey questions provide a list of statements and then ask whether employees:

- Strongly disagree
- Disagree
- Slightly disagree
- Neither disagree or agree
- Slightly agree
- Agree
- Strongly agree

Their format makes them beneficial for prioritizing the concerns raised. Some sample agreement statement questions include:

- I receive enough support from management while working from home.
- I clearly understand the goals and priorities of our organization.
- I have all the materials that I need to effectively work from home.
- I feel strongly connected to my team, even though we work in different locations.
- I feel as in the loop now as I did when working in the office.
- I understand the safety measures that will be in place to protect me when I return to work.
- I feel safe returning to in-person work.
- I feel able to stay home from work when I'm sick.
- I have everything I need to protect myself when I return to work.
- I feel effective coaching team members while working from home.
- I find it easy to adhere to a regular working schedule at home.
- I feel as in touch with my direct supervisor as I did while working in the office.
- I know who to turn to when I have problems while working remotely.
- I have an easy time getting in touch with my supervisor.
- I find it easy to collaborate with other team members while working from home.
- I fully understand the organization's remote work policy.
- I know what work is expected of me on a daily basis.

- I am able to maintain a work-life balance while working remotely.
- I feel as motivated working from home as I did in the office.
- I find it easy to contribute during virtual meetings.

Free response questions

Free response questions enable employees to express themselves and come up with unique answers. They're useful for gathering ideas directly from employees but take longer to review because every answer must be read individually.

Some sample free response questions include:

- Name one aspect of your job that you would like to stay the same when you return to in-person work.
- Name one aspect of your job that you would like to change when you return to work.
- What safety measures would you like to see in place when we reopen the office?
- What do you believe are the biggest risks to your health and safety when we return to the office?
- What resources do you need to return to work safely?
- Describe your ideal work environment.
- What do you feel are the biggest advantages of remote work?
- What do you feel are the biggest disadvantages of remote work?
- What materials do you need to work from home effectively?
- What do you struggle with most while working from home?
- What steps could be taken to improve interactions with your direct supervisor during remote work?
- What remote work tool is the most useful to you and why?
- What remote work tool is the least useful to you and why?
- What would make it easier for you to interact and collaborate with other team members?
- Name one way that we can improve communications.
- Identify one area of our remote work policy that needs improvement.
- What adaptations did you have to make to successfully work remotely?
- Describe your at-home work setup.
- If you could make any changes to your at-home work setup, what would they be?

Multiple-choice questions

With multiple-choice questions, you give employees a limited number of answers to choose from. This can speed up data analysis, but employees may struggle if none of

the answers apply to them. You can overcome this by adding another answer and providing space for a free response.

Some sample multiple-choice questions include:

How often would you like to work from home?

- Every day
- Four days per week
- Three days per week
- Two days per week
- One day per week
- Never

Which type of working arrangement best suits your position?

- Fully remote work
- Fully in-office work
- Hybrid, mostly remote work
- Hybrid, mostly in-office work
- Hybrid, equal split of remote and in-office work

How do you prefer to receive feedback on your job performance while working remotely?

- In writing only
- Via video conference
- In a face-to-face meeting at the office

Which answer best reflects your feelings about virtual meetings?

- We have too many
- We have the right amount
- We don't have enough

How do you feel about the amount of contact you have with your direct supervisor?

- My supervisor contacts me too often.
- My supervisor could contact me a little less often.
- My supervisor contacts me just the right amount.
- My supervisor could contact me a little more frequently.
- My supervisor doesn't contact me regularly.



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Rating questions

With rating questions, you ask employees to rate something on a scale from one to 10.

Some things that you can assess with rating questions include:

- Usefulness of remote work tools, such as your VPN and communication tools
- Level of employee satisfaction with working from home
- Readiness of staff to return to work
- How much support employees are receiving from their direct supervisor
- Effectiveness of tech support at troubleshooting problems for remote workers

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