



Your platform's ready, but is your organization?

For Jostle to succeed, your organization needs to "move in".

Jostle needs to become the place where people connect, communicate, and find what they need. That's a big shift that requires leadership commitment and ongoing curation.

Here's a checklist that will ensure that your organization is ready to move into its new home...

1. Is your new communications strategy clear with a change process in place?

- Is the extended leadership team onside to lead this change?
- Are they ready to stop emailing to groups of employees?
- Is your Jostle + chat (e.g. Microsoft Teams) communication strategy clear?
- Is Library ready to be the go to place for key information for all employees?

2. Is your extended leadership team onside to support the launch?

- Are they committed to Shout-Out teams and individuals?
- Do they know they can target News to their team or project?
- Are they on board to share plans and successes in Jostle?

3. Is your platform ready to launch and sustain?

- Is there engaging content in all your key views?
- Is there a committed and diverse team of News Reporters?
- Is Library organized with committed Volume owners?

4. Are you ready to guide your employees through this change?

- Have you created anticipation?
- Will they be oriented on the purpose and layout of Jostle?
- Have you encouraged everyone to get the app on their phone?
- Have you made it easy for them to login (e.g. SSO)?
- Can you get it auto-opening on everyone's desktop?

5. Jostle is where your culture will live; are you ready?

- Do you have a content plan to celebrate and example your culture in News?
- Is your extended leadership team committed to frequent Shout Outs?
- Do you have a community champion that can devote the time required?
- Has Jostle been configured to reflect your values and org structure?

6. Is your employee metadata syncing in a sustainable way?

- Do you have processes in place to keep your employee data up to date?
- Are sync processes proven and robust?
- Does someone have clear ownership for accurate employee data in Jostle?

7. Are you ready to onboard and offboard?

- Have your onboarding processes been updated?
- Will arriving employees get a quick platform orientation and profile photos?
- Is there a process to manage arriving and departing employees?

8. Are you set up to target information in an effective way?

- Locations, Departments, and employee types set up as key filters?
- In a way that is easy for employees to understand and use?
- In a way that fits your targeting needs and is sustainable over time?