Regroup
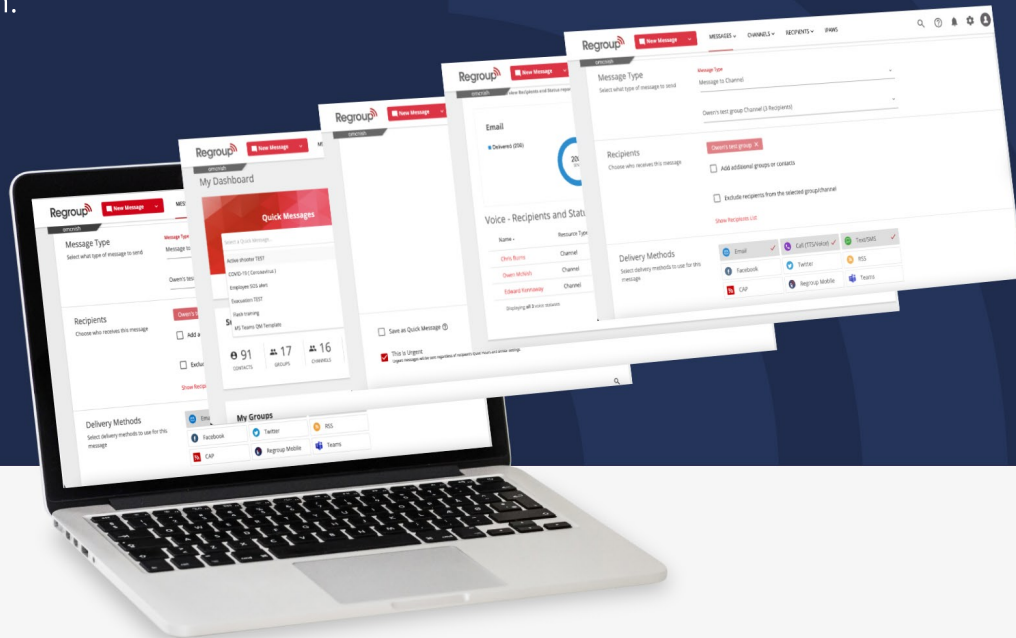
Communication Templates

Regroup Mass Notification can help you respond better when emergencies occur and during day-to-day communications. But, you can minimize emergency response time with the implementation of communication templates inside the Regroup platform.

How to Implement Communication Templates?

- **Start with yourself**
  As a manager, you set the example. If you use the templates, your team members will follow.

- **Use them for important recurring events**
  Team meetings, one-on-ones, standups, etc.

- **Use them for important recurring topics**
  For example, project names, deliverables and progress.

- **Integrate them with the tools you already use**
  Slack, Basecamp, Microsoft Teams, Google Drive, etc.

- **Engage your team**
  Ask them to use the templates in their communication and ask them to give you feedback when it feels inappropriate to use them.

Benefits of Using Communication Templates

✓ **Increased productivity**

✓ **Reduced internal friction**

✓ **Save time**

✓ **Increased transparency**

✓ **Trust**

✓ **Safety and Security**

www.regroup.com | Book a demo with Regroup now and find out how our platform plus the integration of communication templates can help you boost efficiency, increase ROI and, and promote safety.