

# Asynchronous vs. Synchronous Work

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## **Asynchronous work...**

...means employees are not expected to be online at the same time or instantly answer messages/ attend meetings.

### ***Works for:***

Remote and dispersed teams.



## **Synchronous work...**

...means employees are expected to log on at a certain time each day and answer messages in a timely manner.

### ***Works for:***

Teams in similar time zones.

# For Adults Asynchronous Work

**Ensheng Dong**



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