

Title:

How do I communicate with my virtual assistant?

Word Count:

912

Summary:

A very valid question but also a very easy one to answer. First, you must remember that your p

Keywords:

virtual assistant, communication, talk, communicate, effective work, work from home, work at h

Article Body:

A very valid question but also a very easy one to answer. First, you must remember that your p

While I can't speak for other virtual staffing agencies, at Team Double-ClickSM, we go to grea
We do monitor communication between our virtual staff and our clients, but this is simply the

Of course, there are several options for communicating tasks, assignments, and other matters t

E-Mail is a very effective mode of communication when working virtually. It allows you to quic

Using the telephone to communicate with your virtual assistant, while obvious is quite underut

Instant messenger is another example of a wonderful technology, which is underutilized when it

IM programs to check out:

Yahoo: <http://messenger.yahoo.com>

MSN: <http://im.live.com/messenger/im/home/?source=MSNTDLINK>

AOL: <http://www.aim.com>

ICQ: <http://www.icq.com>

With an instant messaging program you can, with just a couple clicks of the mouse, type messag

Caution - time wasting opportunity: It's easy to get hooked into "chatting" with someone on IM

Snail mail, while very retro, it is sometimes necessary. With so many technologies at our fing

Faxing your virtual assistant is also a popular means of communicating tasks and lists to your
VOIM (voice over instant messenger) is my new favorite communications toy. What VOIM allows yo

Just keep in mind that VOIM will only work with other people who download the newest version o

There are many great ways to communicate needs, likes, dislikes, tasks, and training to your v

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