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### **APPENDIX**

### Normality of Data

 Table 1 Calculation of Normality of Data

Items	Mean	Std. Deviati on	Skewne ss	Kurtosi s	Items	Mean	Std. Deviati on	Skewne ss	Kurtosi s
WLB1	3.76	1.049	-0.594	-0.246	RWE5	3.41	1.225	-0.464	-0.671
WLB2	3.52	1.176	-0.612	-0.383	RWTF1	4.11	0.937	-0.934	0.469
WLB3	3.42	1.124	-0.422	-0.491	RWTF2	3.87	1.075	-0.745	-0.080
WLB4	3.57	1.103	-0.569	-0.354	RWTF3	3.96	1.035	-0.971	0.575
WLB5	3.60	1.013	-0.485	-0.154	RWTF4	3.99	0.955	-0.921	0.764
WLB6	3.72	1.128	-0.698	-0.212	RWTF5	4.04	0.928	-0.850	0.343
WLB7	3.54	1.125	-0.547	-0.420	RWTF6	4.15	0.915	-1.111	1.133
WLB8	3.85	0.980	-0.682	0.119	RWTF7	4.05	0.898	-0.752	0.195
WLB9	3.97	0.980	-0.780	0.134	RWTF8	3.78	0.993	-0.677	0.231
WLB10	3.87	1.022	-0.810	0.217	RWTF9	3.97	0.970	-0.809	0.318
WLB11	3.82	1.009	-0.668	-0.018	EWB1	3.58	1.116	-0.516	-0.412

WLB12	3.83	1.038	-0.702	0.011	EWB2	3.62	1.158	-0.651	-0.335
RWE1	3.80	1.012	-0.711	0.114	EWB3	3.53	1.137	-0.528	-0.438
RWE2	3.81	1.043	-0.810	0.292	EWB4	3.80	1.040	-0.665	-0.148
RWE3	3.83	1.055	-0.713	-0.114	EWB5	3.74	1.020	-0.512	-0.175
RWE4	3.96	1.009	-0.820	0.164	EWB6	3.62	1.073	-0.607	-0.074

Several scales and measures often employed in the social sciences exhibit skewed scores, which can be either favourably or negatively skewed. Skewness is a value that shows how symmetrical the distribution is. Kurtosis, on the other hand, tells you about how "peaked" the value distribution is. You would get a skewness and kurtosis value of 0 if the distribution is completely normal, which doesn't happen very often in the social sciences (Pallant, 2020).

According to Tabachnick and Fidell, when using suitably large samples, skewness will not 'make a substantive difference on the analysis'. Kurtosis may lead to an underestimation of the variation, but this potential is mitigated when dealing with a larger sample (200+ cases: refer to Tabachnick & Fidell 2013, p. 80). Another approach to assessing the normalcy of data is by considering the relative value of the standard deviation (SD) in relation to the mean. If the standard deviation (SD) is less than half of the mean, indicated by a coefficient of variation (CV) of less than 50%, the data is classified as normal according to Gupta et al. (2019). The above table of normality hereby shows similar results in accordance with the assumptions of normality. Hence, parametric tests will be applied on the responses for analysing the gathered data and interpreting further results.

### **OUESTIONNAIRE**

Dear Madam

We are collecting your feedback in regard to your Work/Life Balance while Remote Working (WFH). Rate your experiences (past/present) that best suits your knowledge and understanding because "You Matter in the Workforce". Please be assured of confidentiality related to the information you provide. The information provided will be used for academic purpose only and no mail id or other privacy details will be revealed on a public domain.

The questions marked with \* are compulsory to answer. Please tick ( $\sqrt{}$ ) the appropriate boxes.

### A. Remote Working

### Rate your feedback on a score of 1 to 5. [1 being Least Agreed and 5 being Most Agreed] \*

### E wellbeing

My e-working doesn't take up time that I would like to spend with my family/friends or on other non-work activities.

When e-working remotely I don't often think about work-related problems outside of my normal working hours.

When e-working from home I do know when to switch off/put work down so that I can rest

Work demands are not that higher when e-working remotely

My social life is not affected when e-working remotely

Conflict situations on virtual calls have increased while remote working.

### Work effectiveness

When e-working I can concentrate better on my work tasks

E-working makes me more effective to deliver against my key objectives and deliverables

If I am interrupted by family/other responsibilities whilst e-working from home, I still meet my lead/manager's quality expectations

My overall job productivity has increased due to my ability to e-work remotely/ from home

My manager provides training in e-working skills and behaviours

### **Trust and Flexibility**

My manager trusts me to be effective in my role when I e-work remotely

I trust my manager to provide good e-working facilities to allow me to e-work effectively

I am not micro-managed when e-working remotely.

My supervisor gives me total control over when and how I get my work completed when eworking Remote work also motivates me to work for my career development

My lead/ manager allows me to flex my hours to meet my needs, providing all the work is completed

My work is so flexible I could easily take time off, if and when I want to

Constant access to work through e-working is tiring

Easy and smooth access have been provided for work related information during remote working

### **B.** Work-Life Balance

### Rate your feedback on a score of 1 to 5. [1 being Least Agreed and 5 being Most Agreed] \*

Personal life suffers because of work

Job makes personal life difficult

Neglect personal needs because of work

Put personal life on hold for work

Miss personal activities because of work

Struggle to juggle work and non-work

Personal life drains me of energy for work

Too tired to be effective at work

My work suffers because of my personal life

Job gives me energy to pursue personal activities

Better mood at work because of personal life

Better mood because of my job

### C. DEMOGRAPHIC DETAILS

- 1. Age \*:
- 2. Education \*:
- 3. Department \*:
- 4. Employment Status \*: (Permanent /Contractual)
- 5. Marital status \*:
- 6. Which device you work on while working remotely\*

Computer	laptop	Tab	Others

7.

**8.** Your base to work remotely is/was\*

Home	Cafes	Staycations	Others

- 9. Organisation Name/ City:
- 10. Contact details (optional):

### **Semi- Structured Interview Questions for managers (Objective 3)**

- 1. What is your thought on adopting an open and power sharing management culture, where more delegation of duties are becoming a part especially when you can't be present everywhere all the time. Does it affect your productivity positively or its the other way round?
- 2. How has the new culture of managing an online/ remote workforce impacted the number of challenges you are facing?
- 3. Did you undergo training courses and training materials that help you both learn about and implement effective remote management practices. What were these training opportunities available to you for enhancing your managerial skills required to manage distance workforces?
- 4. What type of skills do you think you possess for managing virtual teams. What steps have you taken to ensure that you are up-to-date on these skills for managing and mentoring a remote workforce?
- 5. What impact has the availability of software programs that track employee tasks in the remote work environment had on your ability to monitor work activity more accurately?
- 6. Did you have access to all important work tools required to manage workforce remotely even from home or any other far away place. Which task of yours did remote management affect more adversely?
- 7. How often did you feel that the adoption of new techniques for remote workforce management was a source of stress for you?
- 8. How have you been able to successfully lead your remote team and meet the expectations of your job on a regular basis. What strategies do you use to manage increased expectations and workload due to a shift to a more modern style of management?

- 9. What are the potential risks of increased monitoring and mentoring of remote teams that could lead to job burnout. Did technology had an affect on not being able to forget about work while on vacation?
- 10. What were the expectations of your employees from your end while working remotely under your supervision?
- 11. Major challenges faced while mentoring remote operations. What are the functions in which you faced challenges while managing your workforce remotely?
- 12. How has the implementation of modern management practices impacted your work-life balance on a regular basis. What strategies have been implemented to ensure effective management of the increased number and duration of meetings while working with a distributed workforce?
- 13. What strategies do you implement to ensure that you are dedicating enough time to listen to and effectively communicate with your remote workforce. In what ways the new era management practices hinder your managerial productivity at times?
- 14. Which type of leadership style you think to be more suitable for enhancing your productivity and why.
- 15. From which location do you majorly performed your managerial/leadership tasks?
- 16. Which ATS (Applicant Tracking System) software tools proved to be the most suitable in remote hiring?
- 17. What are the Employee surveillance softwares that assisted you in managing the remote workforce efficiently?
- 18. What are the major communication channels which were adopted to communicate with your team?
- 19. Do You think the remote working practices on a long term basis can help in raising your productivity or looking for a hybrid culture?
- 20. Which tasks were you able to perform more productively when in your home office?

Work 79 (2024) 307–322 DOI:10.3233/WOR-230340 IOS Press

### A bibliometric analysis of remote working practices: Call for future research

Roma Singh\* and Runumi Das

Tezpur University (Central University), Tezpur, Assam, India

Received 10 July 2023 Accepted 19 January 2024

### Abstract.

**BACKGROUND:** According to Gallup survey report, 69% of U.S. workers moved to working remotely in April 2020. Due to COVID-19, work is changing rapidly, including where individuals work.

**OBJECTIVE:** Research in this field has drawn much attention, and in the last ten years, there is a constant augment in the number of publications on the same. Several works of literature on Remote Working (RW) culture have been reported. Nevertheless, only less research is present on bibliometric reviews of RW culture. Therefore, Bibliometric research is wielded in this work and a comprehensive review of relevant publications was taken from Scopus, Web of Science (WOS), together with the Social Science Citation Index Expanded.

**METHODOLOGY:** At first, meticulous bibliometric analyses of 430 published articles are done and descriptive information about a piece of work, namely (a) author, (b) title, (c) date of publication, et cetera, is provided.

**RESULTS:** Mapping the scope along with the structure of the discipline is enabled by these analyzes, which discovers the instituted collaboration patterns amongst countries and organizations, and identifies authoritative papers together with authors. Therefore, the publication's evolution over time is illustrated by these analyses, and the current research interests and potential directions for future study are identified.

**CONCLUSIONS:** This paper incorporates insights on remote working culture and enables mapping the scope and structure of the discipline, discovering the established collaboration patterns among countries and organizations. Thus, these analyses illustrate the publication's evolution over time and identified the current research interests and potential directions for the research.

Keywords: Remote working, work place, flexible workplace, work-life balance, bibliometric analysis, statistical bibliographies, COVID-19

### 1. Introduction

It all began with the pandemic, which compelled the world to undergo unprecedented changes. Educational institutions, information services, governments, healthcare, social services, and various livelihoods globally had to swiftly transition to remote operations, commonly referred to as "work from home/ remote work." This shift aimed to enhance their resilience against the impacts of the COVID-19 virus [1]. Consequently, businesses have

now started considering it as a permanent and "new normal" mode of operation [2].

A work that is carried out at any place and anytime by means of Information and Communication Technologies (ICTs) to remain united with colleagues along with supervisors to assist flexible working practices is termed RW. Across Europe, there is a rapid augmentation in RW. Furthermore, for at least some of the employee's working time, betwixt 2012 and 2016, a 4% augment from 39% to 43% was noted in the number of employees who worked remotely [3–5]. However, the COVID-19 was then encountered by the world and it caused a high rise in home working. The acceptance of remote working practices were

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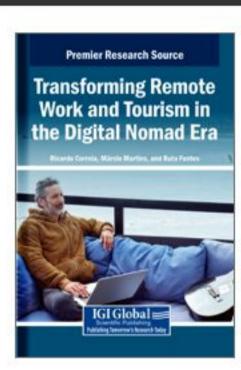
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### Navigating the New Frontier: Remote Work and the Rise of the Digital Nomads ®

Roma Singh (Tezpur University, India) and Runumi Das (Tezpur University, India)

Source Title: Transforming Remote Work and Tourism in the Digital Nomad Era

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ISBN13: 9798337300764 ISBN13 Softcover: 9798337300771 EISBN13: 9798337300788

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### Abstract

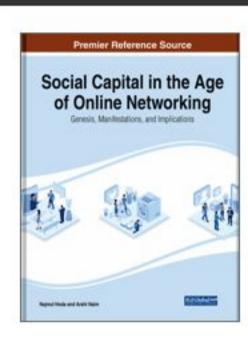
One of the many after effects of the COVID 19 epidemic is the birth of a new work culture known as remote working/wfh or agile working. This pandemic has a lot of after affects in every part of the planet. The need for digital wellness has increased all around the world as a result of this work practice, which was seen to have varying effects depending on factors such as gender, area, and industry. People in recent years have begun to embrace this work culture for a variety of reasons, one of the most important outcome, being the fact that it introduces an opportunity to work from anywhere and flexibility in their work environments. The purpose of this chapter is to look deeply into the many facets of Remote Working/Work From Anywhere culture and its positive effects on employee welfare as a result of the growing number of flexible working possibilities and the emerging work cation practices among job doers.

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### Exploring Managerial Perspectives: Digital Transformations and Virtual Workforce Management in the Modern Workspace ®

Roma Singh (Tezpur University, India) and Runumi Das (Tezpur University, India)

Source Title: Social Capital in the Age of Online Networking: Genesis, Manifestations, and Implications

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### Abstract

In today's highly competitive global business environment, the efficient management of a "scattered" or "distance" workforce is critical for the success of any organisation. The purpose of this chapter is to look into how the debate on digital transformation and leadership has changed in recent years. The approach is mixed. The first section is a review of the literature on digital advancements in various sectors of the economy as well as new trends in virtual workforce management. The second section summarises the conclusions of empirical study based on interviews with managerial representatives from IT, operations, and sales. The study was conducted in Tier 1 cities in India. The results show that managers have adjusted into this new era of employee management from distant places and have undergone necessary training for skill development. However, the rising use of technologies has brought a new set of challenges that need to be dealt with.

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### **List of Publications**

### Article

- Singh, R., & Das, R. (2024). A Bibliometric Analysis of Remote Working Practices:
   Call for Future Research. Work, 1
  - 16. https://content.iospress.com/articles/work/wor230340

### **Book Chapters**

- Singh, R., & Das, R. (2025). Navigating the new frontier. In *IGI Global eBooks* (pp. 1–28). <a href="https://doi.org/10.4018/979-8-3373-0076-4.ch001">https://doi.org/10.4018/979-8-3373-0076-4.ch001</a>
- Singh, R., & Das, R. (2023). Exploring Managerial Perspectives: Digital Transformations and Virtual Workforce Management in the Modern Workspace [Online]. In Social Capital in the Age of Online Networking: Genesis, Manifestations, and Implications bearing (pp. 146–165). IGI global. <a href="https://doi.org/10.4018/978-1-6684-8953-6.ch011">https://doi.org/10.4018/978-1-6684-8953-6.ch011</a>

### Conference

- 1. National seminar by Gauhati University themed as "Business Practices In The Age Of Innovation, Disruption And Sustainability" held in 2021.
- 2. Poster presentation at International Conference on Sustainable Development themed "Investigating the Impact of Cultural Differences on Employment Rates: Insights from Women in Corporate India" held at the UN headquarters in 2023.
- 3. Presenter of the work. titled, "From Commute to Create: The Passion Economy in the Age of Remote Work" at the SGBI-2025: International Conference on Synergising Indian Knowledge Systems and Artificial Intelligence. Organised by Department of Management, ITM, Gwalior under the flagship of IQAC (June 2025)