

FaxForum Facts



We want to know what you, our readers, think about the major issues in your field and the ways in which we at *Training & Development* can better address them.

FaxForum isn't meant to be scientific. It's a sampling of opinion—a finger in the wind. Each month, we publish the responses to previous FaxForums, plus some informal analysis and commentary, on the back of this page. But right now, you can influence the content of upcoming FaxForums.

Please take a moment to jot down any questions you'd like to see answered in FaxForum.

Thank you.

How To Respond

Fax the completed page to Ryann Ellis at 703/683-9203. Or, mail to FaxForum, *Training & Development*, ASTD, 1640 King Street, Box 1443, Alexandria, VA 22313-2043. ASTD Online subscribers can reply electronically; FaxForum is in the *Using ASTD Online* directory, under "Polls and Questionnaires."

How's Your Morale ?

As a training professional, you probably spend plenty of time helping raise employees' morale, but how's your own? Are you getting enough of the things you recommend for others?

1. How has your work morale been during the last 12 months?

- High
- Average
- Low

2. Do you believe you are doing rewarding or meaningful work?

- Yes
- No
- Sometimes

3. Do you trust the management of your company to look out for you and other employees?

- Yes
- No
- Sometimes

4. Do you trust your boss?

- Yes
- No
- Sometimes

5. How are the prospects for advancement at your company?

- Good
- Average
- Poor

6. Do you feel your job is secure?

- Yes
 - No
- Explain _____

7. Which of these trends has you worried?

- outsourcing training
- increased use of technology to deliver training
- more work, fewer resources

8. What's the most rewarding thing about the work you do?

9. What do you do to lift your spirits on the job?

Optional:

Name _____
Organization _____
Title _____
Address _____
Telephone # _____
Fax # _____
E-mail _____

Turn the Page for the Results of the June Survey...

JUNE'S QUESTION:

Are You the Master/Mistress of Your Office?

Some of you were perplexed by June's question, "Are you the master/mistress of your office?" Nancy Probst, director of HRD at North Broward Medical Center, wrote, "What an unusual survey topic! What's your point? I think, in these interesting times, it is extremely important for HRD professionals to be out of their offices and highly visible throughout the organization."

In an ideal world, perhaps that is true. But in reality, many of you spend at least eight hours a day, five days a week within the confines of an office, cubicle, or, for the lucky ones, an executive suite. Where you work may affect your self-esteem, your motivation, and your physical well-being. Therefore, it's worth examining how you feel about your environs and what you can do to make yourself more comfortable. You may realize that it's time to add a few plants, crack open a window, or ask for a more spacious place to hang your hat.

Sixty-eight percent of you inhabit moderate offices, and 18 percent of you cram yourselves into "livestock pens." A mere 11 percent of respondents describe their surroundings as luxurious. And one respondent claims to be stuck in an Orwellian nightmare with a co-worker.

When asked to rank which areas most affect your comfort, 38 percent said "light," 20 percent said "size," and 17 percent said "air"

and "location." Only eight percent of you would opt for a better computer.

Small annoyances can make a big difference—especially if you have to face a problem every day. Here's what you would do if, in fact, you were the master or mistress of your office:

- ▶ change the thermostat (28 percent)
- ▶ get a room with a view (17 percent)
- ▶ move a noisy co-worker (14 percent)
- ▶ move elsewhere (10 percent)
- ▶ open a window (10 percent)
- ▶ move the bathroom (3 percent)
- ▶ have more privacy (3 percent).

Fourteen percent of you are satisfied with the status quo.

When it comes to office decorating, the majority of respondents—21 percent—display photographs. Approximately 16 percent of you opt for plants, 13 percent favor knickknacks, 11 percent like paintings, one percent are partial to stuffed animals, and seven percent chose the ever popular "other" category. Among items listed in the "other" category were planning boards, calendars, books, nature

things, awards, wall hangings, handicrafts, and toys. One respondent displays "aphoristic messages"—such as, "The flogging will continue until morale improves." That same respondent referred to a cubicle as a "cell block" and doesn't want a corner office because it's too much responsibility.

Forty-six per-

cent of you said that your office reflects your inner self. Twenty-five percent disagreed; 29 percent asked if we were kidding. (Actually, we were.) Someone who works in equal opportunity and diversity programs wrote, "I don't like to reveal my inner self with the barracudas I work with."

When asked how you would spend \$300, many of you—31 percent—would purchase computer accessories. Seventeen percent would buy a personal fax machine, 14 percent would tote a new briefcase or organizer to the office, and 10 percent would spring for a new bookshelf. Seven percent of you would invest in a chair, a desk, or lighting. One person asked whether we had priced office furniture lately, saying that \$300 would only pay for half of a new chair. The same person works at Steelcase, a company that manufactures office furniture.

Responses to the question, "How long will it take before you get 'the corner office?'" were revealing. Twenty-one percent said that they will never have a corner office, 18 percent have one now, and the majority of you—32 percent—don't want one because it's too much responsibility. One confident respondent said that she can have the corner office any time she sets her mind to it. Another respondent said, "I want balance now more than the highest rung."

Most of you—62 percent—have your own office space, 21 percent occupy a cubicle, 14 percent share an office, and three percent work in an open area with other people.

So you see, an office is an integral part of your life, whether you like it or not. Even if you're not striving for a deluxe corner suite, a \$600 executive chair, and a view of the city, you still have a personal stake in your environment and how it affects your job and your self-image.



Please visit ASTD's Web site at <http://www.astd.org>