

Remote Resource Allocation Tips

How to Spot and Fix Remote Resource Allocation Problems

Watch for these early warning signs, and act before they escalate.

1. Workloads Vary Widely

One person handles significantly more work than another. You won't always spot this in remote situations unless you're really watching.

Fix: Track capacity and progress in a shared sheet or dashboard.

2. Deadlines Slip Without Warning

Tasks linger, but no one says anything until it's too late. Blockers might go undetected when people are spread across time zones.

Fix: During weekly check-ins, ask directly: "Is anything at risk this week?"

3. Tasks Are Often a Mystery, Real or Perceived

Tasks get dropped or duplicated because the plan is unclear, outdated, or not being followed.

Fix: Maintain a shared, updated task sheet or board.

4. Time Zones Cause Bottlenecks

Work gets stuck waiting for someone in another time zone to review or respond.

Fix: If tasks require review or other handoffs, give them to people whose work hours match up. Alternatively, adjust timelines to account for the delay.

5. The Same People Always Deal with Emergencies

A few select individuals become the go-to "firefighters," taking on urgent work repeatedly. Eventually, they burn out.

Fix: Track urgent work. Rotate high-pressure assignments and call out imbalance in your resource reports.

6. Overloaded People Don't Speak Up

Someone can get overwhelmed without anyone noticing. They stay quiet until it's too late.

Fix: Normalize check-ins about workload. Ask privately if someone has the bandwidth.

7. Ownership Shifts Mid-Project

A task gets shuffled around or stalls because it's unclear who owns it or because the original owner is gone.

Fix: Reconfirm ownership at each phase or sprint. When someone rolls off, make sure the handoff is visible in the plan.

8. It's Guesswork, Not Planning

The project manager assigns tasks based on who seems free, without accounting for actual availability or skill fit.

Fix: Use a resource tracker that shows current load and relevant experience.

9. Everyone Stays in Silos

Multiple teams build overlapping plans without syncing their resources. Conflict shows up only when something breaks.

Fix: Match up project calendars in one shared view. Even a monthly snapshot helps.

10. The Plan Doesn't Get Updated

You made a resource plan at kickoff and never touched it again. Meanwhile, priorities shifted, and people were reassigned.

Fix: Treat your plan like a living document. Revisit it weekly. A few small tweaks early can make a difference.

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