

## Pre Onboarding Survey Questions

Before your new hire sets foot in the office, a pre-onboarding survey can be an invaluable tool for setting the stage for a successful start. These questions help you gather essential information, build anticipation, and personalize the onboarding experience right from the get-go. Here's why they're important:

**Information Gathering:** Identify any logistical needs, preferred communication channels, or learning styles to tailor the onboarding process.

**Engagement and Connection:** Show genuine interest in their expectations, concerns, and excitement, fostering a sense of belonging.

**Reduced Anxiety:** Provide clarity about what to expect in the first few days, easing nerves and promoting a smooth transition.

**Targeted Onboarding:** Use responses to personalize onboarding materials, training modules, and introductions, maximizing their learning experience.

Now, let's see the Pre-Onboarding Survey Questions that can help you achieve these goals:

1. What are your preferred methods of communication (e.g., email, phone, team chat)?
2. Do you have any accessibility needs or accommodations we should be aware of?
3. What are your learning styles or preferred training methods?
4. Is there any information you haven't found on our website that you'd like to know before your start date?
5. What are your initial expectations and goals for your role?
6. Do you have any specific questions or concerns about your new position or the company?
7. What excites you most about joining our team?
8. Are there any professional development opportunities you're particularly interested in?
9. Would you like to connect with any team members beforehand, or participate in any virtual introductions?
10. Do you have any dietary restrictions or preferences for your welcome lunch?
11. What time of day do you usually prefer to start and finish your workday?
12. Do you have any prior experience using specific software or tools relevant to your role?
13. What are your preferred methods for receiving feedback (e.g., one-on-one meetings, written reports)?
14. How comfortable are you navigating new technology and learning new skills?
15. What are your preferred pronouns?

16. Would you like to share any relevant hobbies or interests to help you connect with colleagues?
17. Is there anything specific you'd like us to include in your onboarding materials?
18. What are your preferred methods for staying informed about company news and updates?
19. Do you have any upcoming personal commitments or travel plans that might impact your onboarding schedule?
20. Would you like to participate in any virtual team-building activities before your start date?
21. What are your preferred methods for giving feedback to colleagues or managers?
22. What are your thoughts on remote work policies or hybrid work arrangements?
23. Is there anything specific you'd like us to prepare for your workspace?
24. What are your preferred methods for celebrating achievements and milestones?
25. Is there anything else you'd like us to know to help you feel welcome and prepared for your first day?