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How are virtual meetings related to well-being at work and productivity?

A state-of-the-art review

Meetings have become a new megatrend in our working life and virtual meetings have become increasingly popular, as has research related to them. In this literature review, the current field of virtual meeting research is outlined and the research results obtained during the COVID-19 pandemic are drawn together focusing on relationships between virtual meetings, well-being at work, and productivity. According to the results, the controlled use of virtual meetings seems to have positive consequences in terms of higher well-being at work. However, this requires, for example, that employees are able to influence the timing of the meetings. In addition, the duration of meetings and the use of a video camera and microphone must be limited. The increase in cognitive load due to virtuality causes so-called Zoom fatigue, but, for example, the participants' sense of belongingness among work colleagues reduces fatigue. According to the results, virtual meetings have been found to have positive consequences in terms of staff retention, work productivity, innovation, and the reduction of environmental stress. On the other hand, virtual meetings may make it more difficult to coordinate work, handle conflicts, develop personnel, and build trust. Maturity and systematicity are required from organisations to utilise the potential of virtual meetings. Research on the consequences of virtual meetings is still in its early stages, and there is a need especially for resource and motivational work psychological well-being research as well as more precise productivity research. In addition, only a few studies have dealt with meetings specifically in their respective work context or tried to define the nature of a virtual meeting more precisely.

**Keywords:** virtual meetings, Zoom fatigue, well-being at work, work engagement, productivity