

WORKING FROM HOME ?

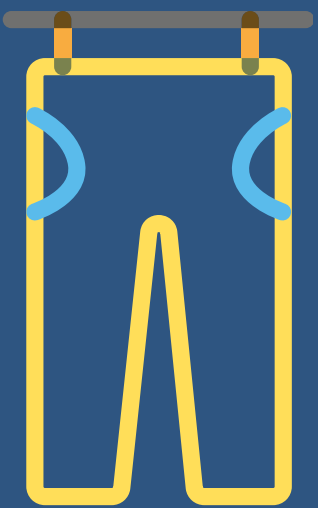
YOU'VE GOT THIS!

For those new to home office life here are a few things to consider:



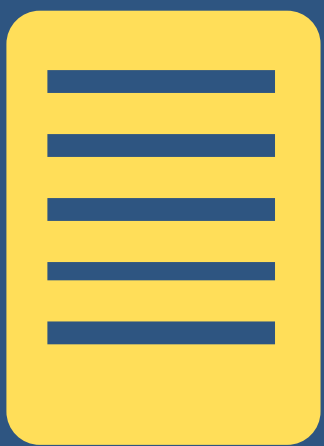
(1) CREATE A SPACE

If you can, create a workspace that lets you know that you are “at work”. It doesn’t have to be a dedicated office but try and avoid setting up in living rooms/bedrooms etc – if you can’t set up a different space at the very least – set up and pack down the work related gear to mark the start and end of the day.



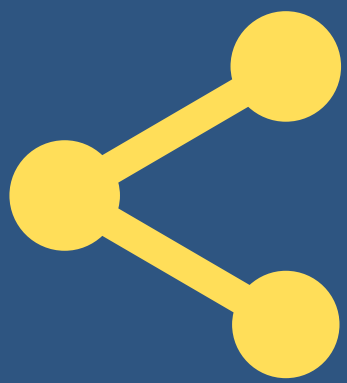
(2) GET DRESSED

It can be tempting to have an all-day pyjama day but getting dressed for work helps you, your house mates/partner and/or kids to know when your “at work and not”



(3) LISTS HELP

Love your lists! Not just because you might go a bit senile without them, but because it is amazing to see what is in front of you and how much you can get done when you are released from death by meetings



(4) VIRTUAL IS NOT INVISIBLE

Just because you can’t see other colleagues across the room it doesn’t mean you can’t reach out to them online.



(5) WALK TO WORK

Take yourself around the block at the start and end of the day... then you can tell people you walk to work!

Aha! Consulting

ahaconsulting.net.au