

Thriving in the world of remote work: 5 Tips to successfully working at home

Whether you are new to working remote or an “old hand,” creating good habits is essential to thriving in the world of remote work. Here are 5 tips to set you up to succeed!

- 1) Whether you travel to an office or walk into an adjoining room in your home, establish a morning routine that prepares your mind and body for the day ahead. Shower, wash your face, brush your teeth, and yes, put on professional or possibly work casual clothing.
- 2) Use the travel time you gain to create a positive habit. Add stretching or yoga, walk the treadmill, ride a stationary bike, pray or meditate. Resist the urge to sleep that extra 20 minutes and use the time to “up” your physical and mental game.
- 3) Set agreements with anyone and everyone that is sharing your space. This is essential to maintaining a healthy and supportive work environment. You may consider posting a sign on your door (or on an easel at your kitchen table) that notifies of your current state i.e. “On a call,” “concentrating...DND,” “Available at 1:00, thank you for your patience.” Use your own language and ask for what you want and need to be successful.
- 4) Start work as if you are clocking in at the office. Sit down at a desk, or at a place that you have established as your “office” at 7:00, 8:00, 9:00 (whatever time is accepted by your company), eat your lunch at noon, and clock out at 5:00. It’s super easy to get sucked into a 12-hour day. Trust me, you will be tons more productive, and even thrive, if you establish a “workday” that supports you in living a balanced life.
- 5) Set a timer to prompt you to move every hour and then create a movement plan. You can do 20 squats at 9:00, 20 walking lunges at 10:00, 30-second plank at 11:00, 20-minute dance party on zoom at 12:00. Have fun with it, and keep your body moving.

This is an amazing opportunity to spread your wings, establish new habits and thrive!!!

