




Working from home hacks: *The new normal*

Now that most people are having to work from home, and this could be for the foreseeable future. Some of will wonder how you will survive without the interaction of your colleagues in the office, the loss of social contact and connection.



Here are a few hacks and tips to get you started:






Create a dedicated space to work from at home

-  If you have a spare room create a home office.
-  If you don't have a spare room, create a space that between certain hours, it's your office and everyone needs to respect the space.
-  Do get a comfortable chair and make sure that space is setup so that your laptop to maintain your health and safety, your employer should have a working from home policy read it. More information and guidance can be found from <https://www.hse.gov.uk/msd/dse/>
-  If you have the space get a desk or you can use the dining table.










Create a routine

This will be very important the coming months:

-  Chose a wakeup time
-  Exercise / meditate

-  Have breakfast / coffee – you can now have this with family or housemates
-  Shower get ready, do get dressed
-  Take regular scheduled breaks
-  Have lunch
-  Just because you are not in office does not mean that you can't just talk to colleagues using technology, WhatsApp video, Microsoft Teams, Slack, Asana, Trello, Google Hangouts, Evernote

Maintaining Wellbeing

-  Exercise
-  If you can don't work from your bedroom
-  Meditate
-  Take up a new hobby
-  Learn a new skill
-  Facetime friends and family
-  Time to get work life balance
-  Read those books you have been meaning to for so long
-  Have a clearly define start and end time for work

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