

# WORK WELL REMOTE

Effective techniques for working from home.



*Is your staff scattered about and you don't know how to manage them?*

*Are you worried that your boss will think you aren't working if you don't respond immediately?*

**WORKING FROM HOME UNEXPECTEDLY CAN BE FILLED WITH DISTRACTIONS AND LEAD TO POOR HABITS.**



Create habits to manage your focus and attention



Set communication expectations to avoid unnecessary work interruptions



Transition smoothly between work and home routines

