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Helpful Tips to Work Remotely (Coronavirus)

In this time of concern about health and contact with others as a response to the Covid-19 (Coronavirus) pandemic, many are facing working at home for an extended period. We enjoy high connectivity and tend

to work when not in the office, but it is often limited to checking our email on the phone, or perhaps an occasional day at home. But it is different between "getting" to work at home for a day and being forced to indefinitely. To prepare for remote work for the next few weeks, consider the following tips. With good habits, you will likely find you are more productive, but potentially less satisfied; these should help.

I have worked at home a lot and can share my perspective. At one point, I worked at home every day for about three years in 1996-1998 before the internet. I have consistently worked at home since then. It can be great and can be a problem, so let me share a few personal tips.

1. Establish boundaries of time and space; don't let personal and work pool into one another. Co-workers make jokes about "working" from home, with a wink, but the threat for those who enjoy what they do is that it will begin to take over the entire day. When I worked at home in the 90's, I quickly found that if nothing was going on in the evening with family, I migrated back to the home office and picked up where I left off, which often resulted in my return to the rest of the house now dark and with everybody sleeping; this is not healthy for family life. I encourage you to do two things:

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We strive to support your businesses IT needs and enjoy any positive experiences you have had, and also welcome constructive feedback. If you wish to discuss further please reply to this email.

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