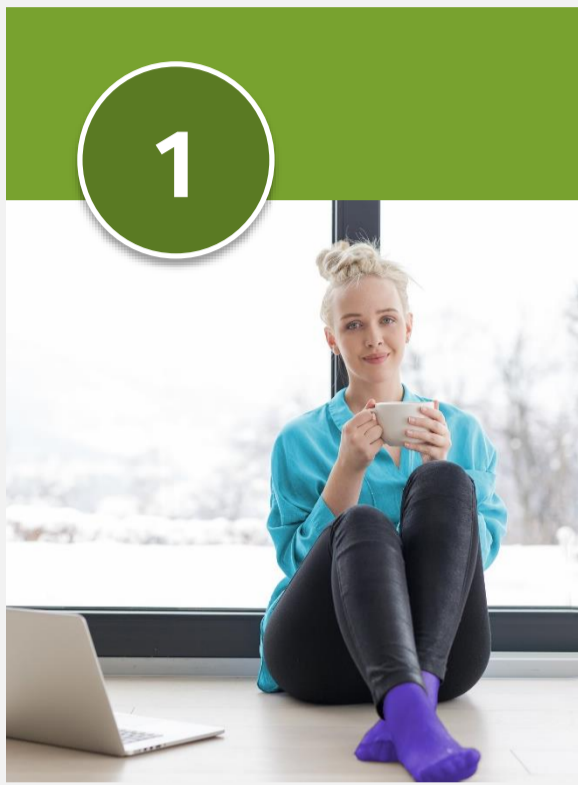


# 10 Simple Tips for Success While Working from Home

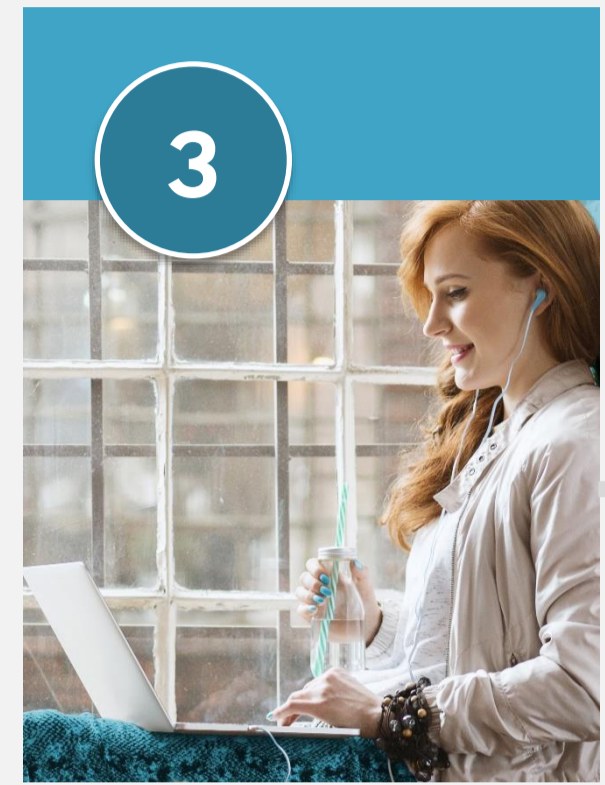
Consider the following tips for creating a new routine, staying connected, and making space to do your best work.



1  
Wake up at your normal time & follow your routine.



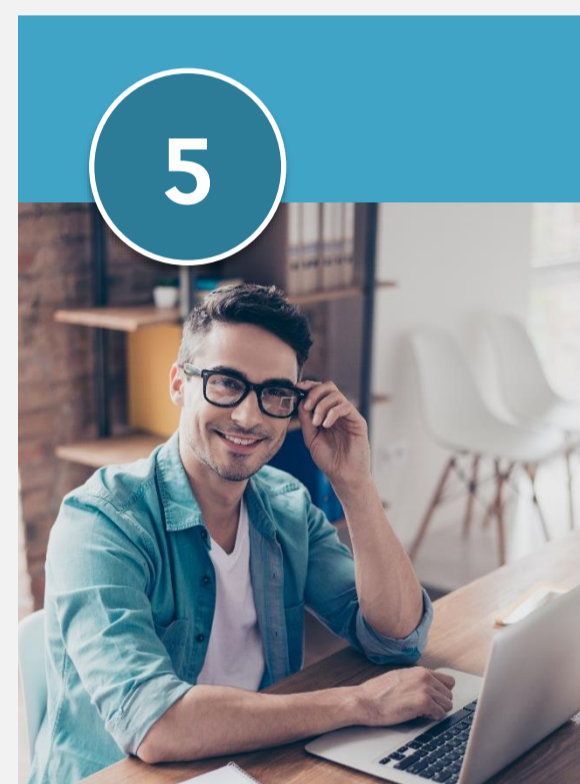
2  
Avoid staying in your PJs & get dressed for the day.



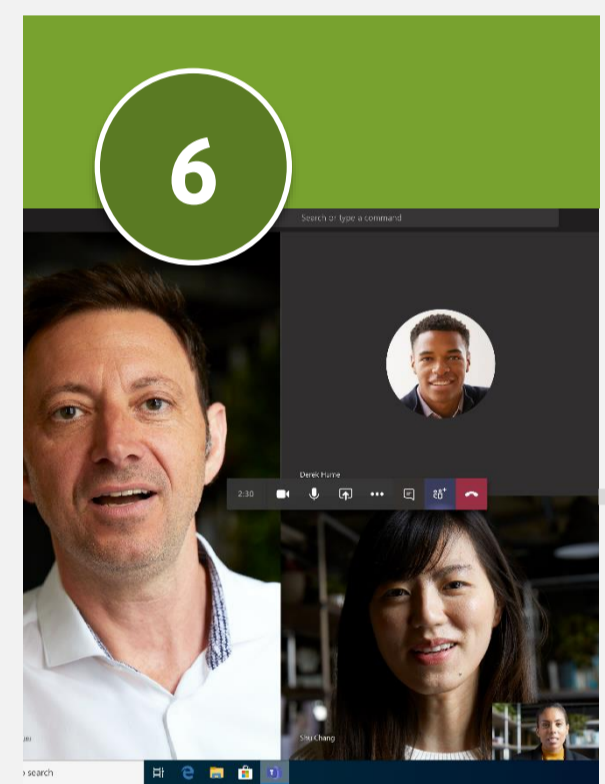
3  
Use your typical commute time to read or listen to a podcast.



4  
Plan your day in advance & set specific hours for work.



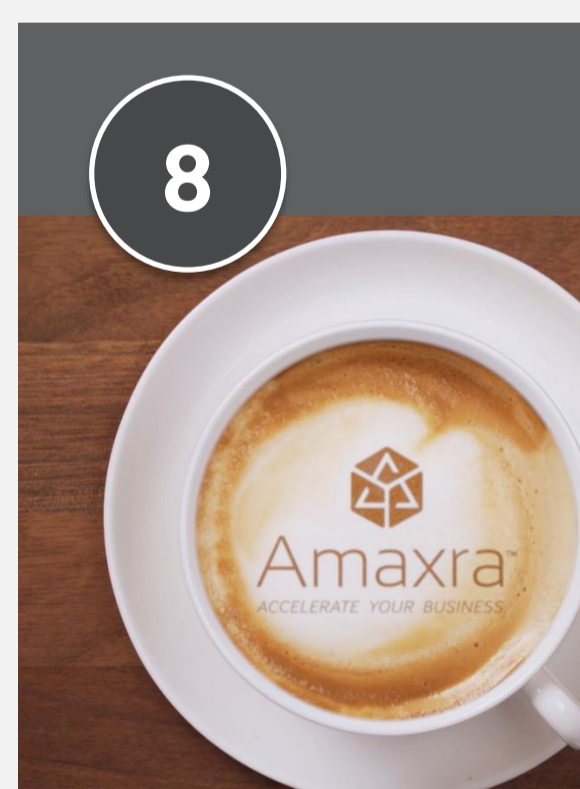
5  
Separate your space to work from your space to relax.



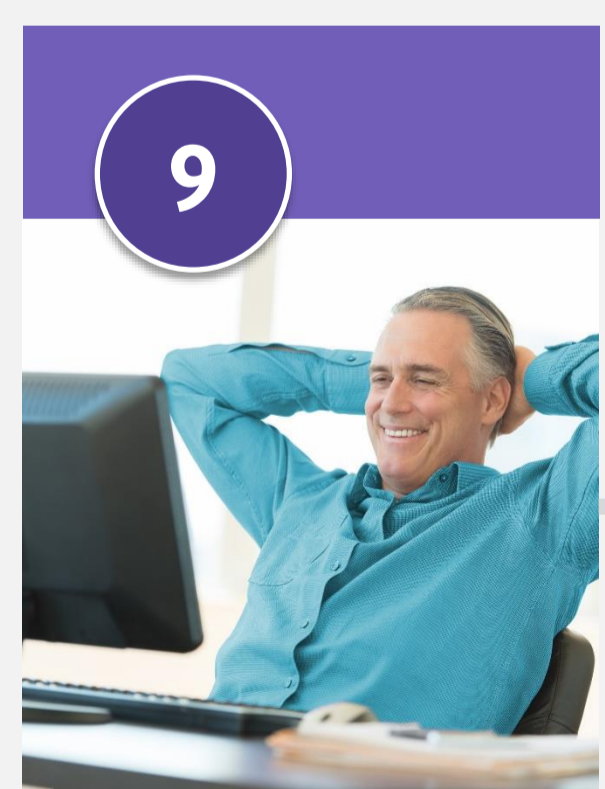
6  
Host weekly video chats with your team & keep interacting.



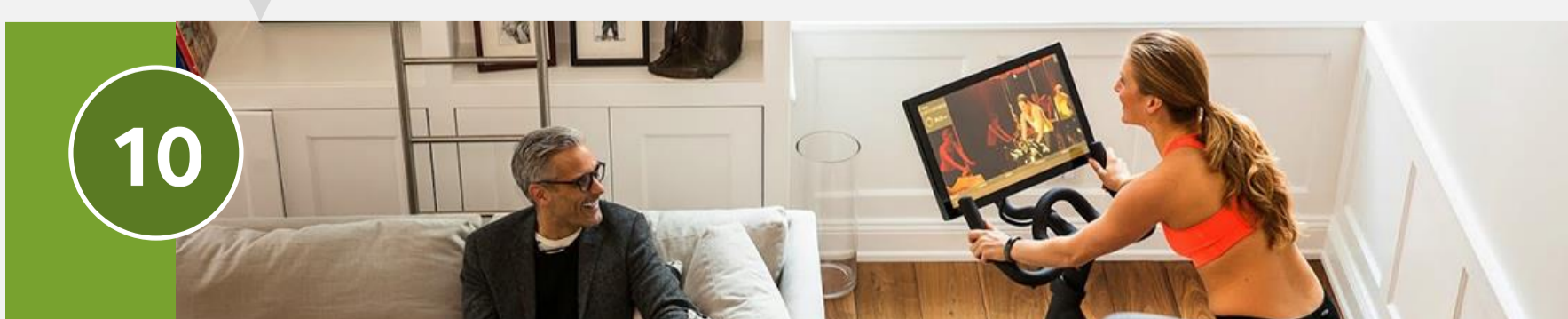
7  
Step away from your work to eat lunch or grab a snack.



8  
Plan virtual coffee breaks with coworkers to connect.



9  
Block out time for yourself to focus on key tasks.



10  
Remember to take breaks from work & make time for exercise.