Working from
HOME

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MONEY THING®

THE WORK-FROM-HOME GNOME

The pros and cons of
WORKING FROM HOME

WORKING FROM HOME

Typical perks include:

| ZERO COMMUTE | FINANCIAL SAVINGS | FLEXIBLE SCHEDULE | CASUAL DRESS | ACCESS TO SNACKS |

WORKING FROM HOME

Typical downsides include:

DISTRACTION

ISOLATION

LACK OF EQUIPMENT

BURNOUT

Working from home promotes work-life balance, but it does not *guarantee* it

Setting clear boundaries between your work time and your personal time helps you **enjoy the pros of working from home while avoiding the cons**

How to set healthy
BOUNDARIES

Use your space

If you don't have a separate home office, reserve a corner of your table or a favourite chair just for work

Use your space

You can also use lighting to signal that it's time to focus; use a desk lamp or ambient lighting during work hours
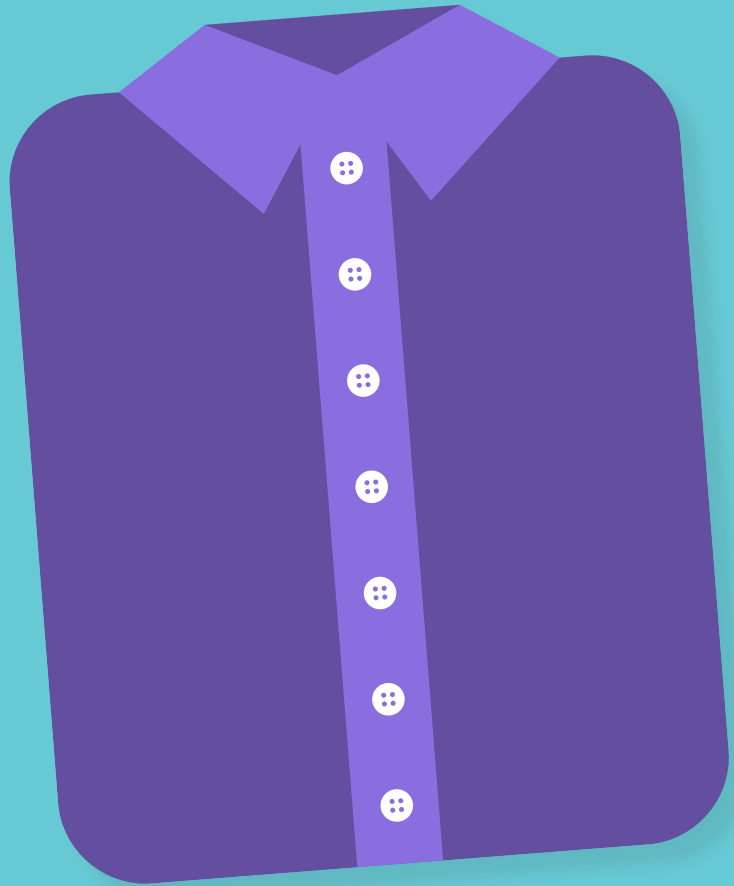
Use your music

Create a mini-playlist of upbeat songs to transition into and out of your workday

Use your music

Experts recommend instrumental tracks and nature sounds for work tasks that require total concentration

Use your outfit

Changing your clothing before and after work helps define the boundary between company time and personal time

Use your schedule

Even if your hours are flexible, try sticking to a consistent routine every day

Use your schedule

Don't forget to take your breaks—going for a short walk is better for stress relief than scrolling through social media

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Sources: Business Insider, *Wall Street Journal*, We Work Remotely