

# CREATING A POSITIVE REMOTE WORKING ENVIRONMENT



1

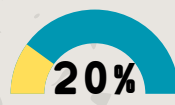
## WORKING FROM HOME

Remote work has grown 159% since 2005, and 56% of all companies allow workers to work from home at least part of the time (hybrid).

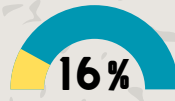
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## COMMON ISSUES

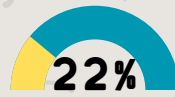
But some common issues have been reported amongst remote workers that can cause lower satisfaction for remote workers.



Communication and collaboration issues



Difficulty with distractions



Trouble with work-life balance

3

## IMPROVING COMMUNICATION & COLLABORATION

To improve communication, your team can:

- Create shared goals
- Set up regular check-ins
- Encourage a transparent environment
- Provide opportunities for feedback
- Establish times when you meet as a group just to socialize

4

## MANAGING DISTRACTIONS

While it's normal to be distracted sometimes, remote work can increase the frequency of distractions. Here are some tips to limit them:

- Create a designated workspace
- Establish boundaries around things that might distract you, like phone or social media use
- Use noise-canceling headphones
- Take regular breaks that include movement



5

## CREATING WORK-LIFE BALANCE

Although it can be difficult to find the right work-life balance when you are working and living in the same space, it's quite achievable. Here are some ideas to help you:

- Stick to an established start and end time as often as possible
- Turn off work-related notifications outside of work hours
- Don't skip breaks or lunch
- Ensure that you are exercising daily and maintaining a healthy diet

