



# Work-from-home worksheet

## My experience

## Notes

## Adjustments to make

### My style

Example: Integrator. I like to do yoga in the afternoon, and I do my best thinking in the evenings when it's quiet.

### My preferred working conditions:

Example: I like to have blocks of time each day to do uninterrupted deep work.

### My daily rituals:

Example: Making coffee, lunchtime walk

### How I've personalized my space:

Example: Plants, candle

### Ergonomic checklist:

Example: Overall pretty good. Knees get sore when I'm standing. Eyes get tired.

### My biggest distractions:

Example: Slack, phone apps

### My preferred break times:

Example: Lunchtime, late afternoon

### Overall rating and areas to adjust:

Example: My work-from-home experience is about 75% there.