

# Working at Home

## Getting Started

Cues for work mindset:  
Clothes, work space

Check-in buddy

Pump-up music

Generate momentum.

Set 1 daily intention + 1 "baby step" goal:  
Be... and Do...

## Microbreaks

Be active:  
Take a lap

Be social:  
Zoom lunch

Schedule pit stops!

Be mindful:  
Slow deep breaths

Be creative:  
Crafts, art, decor

## Mood Management

Social outreach:  
Have fun with silly rituals and group challenges

Attention to silver linings: Notice and share the little joys

Choose where to place your energy. Maximize what you *can* control.

Media consumption:  
How much news you see

## Productivity

Accomplish your goals.

Manage family distractions by agreeing on "signs" that you're working: head phones, fridge schedule, sticky notes

Avoid multi-tasking

Distraction sheet

