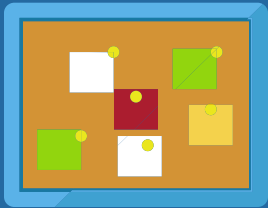


# 12 Steps to REMOTE WORK SUCCESS



**STEP 1**  
SHOWER &  
GET READY

**STEP 2**  
EAT & DRINK



**STEP 3**  
MAKE A PLAN

**STEP 4**  
HAVE YOUR OWN  
WORKSPACE



**STEP 5**  
SET BOUNDARIES

**STEP 6**  
MOVE, STRETCH,  
& WALK



**STEP 7**  
CONNECT WITH  
COWORKERS

**STEP 8**  
PARTICIPATE IN  
TEAM BUILDERS



**STEP 9**  
RECOGNIZE  
STRESS

**STEP 10**  
COMMUNICATE  
YOUR WORKLOAD



**STEP 11**  
ENJOY THE  
PERKS!

**STEP 12**  
END ON TIME

