

BUILD THE SKILLS TO CHANGE YOUR LIFE

NAVIGATING REMOTE WORK

DAVID TATE

What's In the Book?

The book covers the personal attitudes, skills, and techniques you will need to work from home effectively long-term.

Chapter 1: A Worthy Life Goal

We learn why working remote, despite its challenges, is worth the effort because it offers such power.

Chapter 2: Clock-In Clock-Out

Turning off work and “getting away” from it are harder when it’s always 30 seconds away. We learn how to separate work from regular life with routines and systems.

Chapter 3: Sacred Space

Establishing clear boundaries between your work and your regular life is essential, and we cover how to set physical boundaries correctly.

Chapter 4: Mindset

For many working alone is a significant challenge, and battling with their minds to get work done can be difficult. We tackle how our mindset can create emotional barriers to being healthy while working from home.

Chapter 5: Productivity

* * *

While our health drives productivity, many other challenges appear when you work alone, we cover how to establish systems to work consistently from anywhere. Procrastination can be conquered with some simple actions.

Chapter 6: Communication

Of course, working from home isn't just an exercise in dealing with ourselves, but also working with our families, coworkers, and communities. Next, we discuss why communication is so challenging for a remote employee.

Chapter 7: Family Life

For those of us living with others, especially a spouse and children, we then talk through the challenges of living with others. Our families can be our biggest obstacle and our greatest benefit of working remotely if we manage it correctly.

Chapter 8: Lifestyle

Finally, we cover what it looks like when we work remotely long-term and think about what we might be missing out on by staying at home and what to do about it. We also cover the unique long-term effects that leaving an office can provide.

Sample

This is the table of contents for Navigating Remote Work, which is a personal guide to help you become successful at remote work. To find out more:

* * *

Navigating Remote Work

<http://navigatingremotework.com>

Feel free to reach out to the author with any questions:

david@davidtate.org

<http://blog.davidtate.org>

@mixteenth