

Working From Home During Covid-19

While being productive and staying sane can feel difficult at times, our checklist will help keep you at the top of your game – even beyond quarantine!



- ☐ Create a Work-at-Home Schedule
- ☐ Make a Daily Routine for Your Kids
- ☐ Get Enough Sleep
- ☐ Build a Comfortable Home Workstation
- ☐ Practice Regular Self-Care
- ☐ Incorporate Exercise Into Routine
- ☐ Get Outside
- ☐ Stay Hydrated
- ☐ Eat a Healthy Diet
- ☐ Have a Social Life (From a Distance)
- ☐ Start (or Continue) a Hobby
- ☐ Don't Be Afraid to Ask for Help
- ☐ Set Work Boundaries...
- ☐ ...Then Set Family Boundaries
- ☐ Clean for 15 Minutes Every Day

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