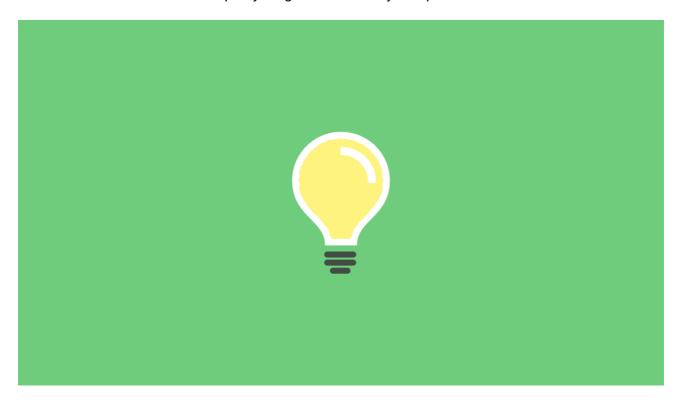
## **Working From Home During Covid-19**

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