# New to Work from Home? Small Space? No Problem.



Here are a few tips on Maximizing Your WFH Office Space.

Work from Home or WFH, as we call it, is becoming a household term as the COVID-19 pandemic continues to change the work-scape.

This article can help you succeed in overcoming any space challenge with a bit of intentional placement and key touches that make an office of any size come alive. We have outlined a few tips for making the most out of a small space.

#### 1. Desk Placement

The placement of your desk is by far the biggest component of your overall office design.

As a rule of thumb, most interior design experts suggest placing your desk to the right or left of an entrance door. The old-age advice of not having your back exposed to the door. If space permits, placing your desk with the approach side facing the door can be visually appealing within a room as well as getting the best visibility of those entering the room.

A standing desk can make a substantial difference in how comfortable you are in your space throughout the workday. You might start the morning sitting, but feel more comfortable standing after lunch.

These <u>Standup Standing Desks</u> from OfficeSource are what we recommend.





# 2. Importance of the Right Light

The quality and character of lighting in your workspace can help increase productivity. Poor lighting can reduce your energy, dampen mood, produce eye strain and headaches, and ultimately impair your ability to work effectively. Choose something that you wouldn't normally choose in another area of your home, but is stimulating for your workspace.

Avoid working under the direct glare of overhead lights. Instead, look for ways to diffuse ambient light that will illuminate your office space.

For computer work and other focus intensive tasks, chose a light source dedicated to what you are doing.

This <u>Flexible USB Light with Dimmer</u> from OfficeSource is perfect. Convenient and portable, the flexible neck is adjustable for viewing or reading angles and is powered by any USB port.

#### 3. Add Color for Depth

Small spaces can lack depth and character. Accent items that have a pop of color are a perfect solution, like this beautiful <u>Perching Stool</u> from OfficeSource. The bright blue, orange, or green are the perfect choice to brighten any room.

Framed or canvassed art can also add color and warmth to your space. Hanging pictures above eye level to draw the eye upward and create the illusion of a higher ceiling is also a fun designer trick.





### 4. Creative Storage Goes a Long Way

If there is one addition to your small office that can really make a big difference, it is creative storage.

This storage combination of <u>Two Door Storage Cabinet</u> and <u>Open Hutch</u> from OfficeSource is a great choice. Perfect for a small refreshment area, storing your favorite book collection and showcase decor items. The double door storage is perfect to clear the clutter from your workspace and store supplies.

Looking for space to keep your work bag handy? Skip the typical coat rack, and try this Bag Hook from OfficeSource. Keep your items close and off the floor.





# 5. The Space Below Your Feet

Keeping the space under your desk clean and tidy can create the illusion of a larger space. Cords and cables will be tidy with <u>Cord Management</u> from OfficeSource.

Cabinets under your desk can be great space savers, but can also eliminate the open floor space feel. A solution is the Mini Pedestal from OfficeSource that mounts under a work surface.

Lastly, add motion, productivity, and fun with the <u>Wobble Balance</u> <u>Board</u> from OfficeSource.





Design your home office at OfficeSource!

