Organizing Your Virtual Office for Maximum Productivity

Secondary Questions

Is this really the best space for my office?

Is the lighting adequate during my working hours?

Are my working hours reasonable and fit into the best time slots for me and my lifestyle?

Could I move my home office somewhere else in the house?   Do I need to?

What would make my home office feel even better?

What am I always wishing I had in my home office that I don't have?

What am I always wishing I could get rid of?

Is my chair comfortable enough? Does it support me well or does it cut off my circulation, make my back tired or is too low or too high?

Is my desk comfortable or am I 'making do' with an old table or a desk not meant for my computer

Do I need to adjust:

- The desk height?
- The chair height?
- The lighting level in my office?

Is the lighting in my office pleasant and adequate or does it give my eyestrain or headaches?

Is the light in the right spot for me?