How to Stay Focused While Working from Home

As a remote worker or someone who works from home, you must have realized that it can be very difficult to focus on your work and not get distracted. This is because there are so many distractions around you ranging from your family, television, social media etc.

Working from home is great but let's face it, it is much harder to focus on your work at home than when you work at an office.

In this article, you will be learning about the distractions you can face as a remote worker and some simple ways on how to stay focused without getting distracted.

Examples of Distractions You Can Face while Working from Home.

- Distractions from kids, partners, friends etc
- Distractions from pets e.g dogs, cats etc.
- Living in noisy neighborhoods or homes without soundproofing.
- Distractions from the television, vacuum cleaners, washing machines and other household appliances.
- Social Media e.g Instagram, Twitter, TikTok etc.
- Doing home chores and tasks.

Some of these examples may seem harmless but they can easily distract you when you work from home.

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Here are a few simple steps to take in order to stay focused and handle distractions while working from home:

1. **Create a Dedicated Workspace**: It is important to have a specific place set aside for you to do your work. Working in an environment you have designated primarily for work sends a signal to your brain that it is time to work. It also sends a message to your family or loved ones that you are not to be disturbed. You can't work in your living room where your kids and television are and expect to be able to focus.

Your workspace does not have to be spacious. It just has to be private and comfortable for you to work without being distracted by your family, friends or your television.

2. **Set Daily Goals**: Unlike the usual office environment, nobody watches or controls you while you work from home. You clock in and clock out at your own convenient time. This is a major perk of working from home and can also be a danger. Not everyone has the self-discipline to work without being told to. It is easy to waste time doing unproductive activities.

It is therefore necessary to set goals that you can meet daily. This will keep you focused and enhance your productivity.

3. **Reduce Social Media Interactions**: A major perk of working from home is that you can easily access your social media freely unlike when you work in a typical office. This makes it very easy to be distracted. Notifications, updates and

stories are being posted every second. Keeping up to date with all of these can be very distracting. You must therefore try to reduce your social media use or phone use. You can do this by switching off your phone or muting your notifications.

4. **Dress for Work**: Although you can wear whatever you like while working from home, it is not advisable. Dressing for work at home keeps you in a working mindset and stimulates your creativity. This doesn't mean you need to dress as if you were going for work. However casual clothes like pajamas, bath robes etc are not recommended. It is better to dress in a formal or semi-formal way. This improves productivity and helps you stay focused.

5. **Set Time Limits**: Specific times must always be set aside to work. It could be in the morning, afternoon or evening. This depends on what times you work best. Setting a time to work ensures you do meaningful work and stay focused. It also allows you to work in your best state.

Key Point: Distractions are normal while working from home. It is therefore up to you to take steps to stay focused and handle those distractions.