



## **Work From Home – Getting Ready**

Wouldn't it be great to get up in the morning, you don't have to shower or get dressed if you don't want to and your schedule for the day is completely up to you. This is one reason many people think that working at home would be the best job for them. While it is definitely great that you no longer have to get up and put a suit on and get in the car to go to work, there are many other things that come into play when working a [home based business](#).

Working from home is not for everybody. Are you a strong motivated person who loves to work hard for yourself? Are you easily distracted or can you maintain your focus? The reason you must be highly motivated and self-disciplined is because with a home business, you are your own boss. There isn't anyone telling you that you were late for work that day or that you missed a deadline. You have to be your own boss and work for yourself. If you are not motivated or can't stay focused on the tasks that need to be accomplished, you won't be a very good boss for yourself.

You will need to determine if you are a morning or evening person. Most people have a peak time of the day that they are the most productive. If you are a morning person, schedule your most important activities in the morning when your mind is sharp and you are full of energy. If you are an evening person, then schedule your important activities for later in the day. By determining which type of person you are, you will be more productive during your peak hours. If you are productive and motivated then you will be able to put in the hours it will take to make your home based business a success.

You are going to have to set some rules and do some planning in order to be productive in your [home based business](#). Without any rules or basic planning to follow, you will most likely be distracted and not be very productive. You don't have to do extensive planning, just start out with a basic schedule that you can stick to each day. Go through your whole day and be sure to schedule in breaks for meals and other things that are involved in your day.

You also need a space in your home that is designated only for work. If at all possible, pick an area in your home that has a door. This way you can work and not be easily distracted by the television, radio, kitchen, etc. Your office is your place to work. You want as little distractions as possible.

Working at home has advantages and disadvantages. If you are a self motivated person who is not easily distracted, then you will make a good boss for yourself and your home business will be a success.