



Home Business Tips
from Our Coop to Yours



Survive the Work from Home Jungle

Chapter 1: Are You a Card Carrying Member of the Slipper Brigade?

Workbook: Myths, Advantages, Pitfalls and the Real Story...

In this chapter, we discussed common misconceptions about working-from-home. What is the real story for you? Are you focussed on the myths, and pitfalls or do you understand the real story and have your eye firmly on the advantages? Take this quick exercise and find out.

Answer True or False:

- _____ You can make a future fast and easy working from home
- _____ You will find that all of your friends and family will respect your designated work hours
- _____ You will dress up every day to start your day when working from home
- _____ You will be able to take time off any day you want because you are working from home
- _____ You will need all the latest and greatest gadgets to work from home

If you noticed a pattern, you are correct. All of those are myths about working from home. Here is a recap of some of the benefits to keep in mind when faced with falsehoods about working from home.

- **Personal Freedom.** You have control over when you work.
- **Lower Start up Costs.** No need to rent office space!
- **Reduced Stress.** Most home workers find that their stress levels are reduced.
- **Being with Family.** Read number 1. You have control over when you work.
- **Professional Satisfaction.** It is satisfying doing what you love and being paid for it.
- **No Commute.** Do we need to elaborate?

What benefits do you find most important to you in your home office?

- 1.
- 2.
- 3.



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Chapter 2: Manage the Hen House: Physical Preparedness

Workbook: Your Space

Have you created an optimum work environment for your home office? Think about your work space and check off the items on this list that are met by your current home office environment.

- Do you have a desk and comfortable chair?
- Do you have a room with a door?
- Do you the office tools you need? Computer? Printer? Speciality items for your profession?
- Do you have adequate lighting and control over the temperature?
- Do you have a desk and comfortable chair?
- Do you have an alternate place to work when you simply need a change?
- Do you the respect of the household that when you are working they are not to interrupt?
- Do you have items like book cases and drawers to keep your work environment uncluttered?
- Are you able to be productive in your current office environment?
- Do you have a place for clients to meet with you that is professional, clean, and neat?

Check out this article from the 2Chicks blog for more about this topic.

[Is Your Stapler In The Right Place?](#)



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Chapter 3: Chicks Keep it Together: Mental Preparedness

Chapter 4: Bring the Corporate Coop Home: Be Professional

Workbook: Distraction and Mental Focus

Check out these articles from the 2Chicks blog for more about this topic.

[Of Glocks and Sigs and Coloring Books](#)

[3 Simple Ways to Tackle the Overwhelm](#)

[Iron Slave or Work-from-Home Chick?](#)

And be sure to check the website regularly. We have several products being released now and in the near future dealing with Focus, Time Management, and other topics that help keep you productive and keep your home office running smoothly.

Chapter 5: Chicks Like Technology

Workbook: Your Gadgets and Tools

Are these basic tools in your office or in your plans to acquire?

_____ Dedicated phone line; in addition to perhaps, but not a cell phone.

_____ Quality headset to allow hands-free conversations in your office and throughout your home.

_____ Computer and related equipment that fully meets your needs.

_____ Adequate backup and security in place for electronic files.



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Chapter 6 Chicks Are Social

Chapter 7 Cock-a-Doodle-Do!

Workbook: Reach out to the World

It is surprisingly easy to misplace outside connections when working in a home office. Check this list to see how well you are doing with keeping up your social and professional networks.

_____ Do you have a Twitter account?

_____ Are you an active participant on any online social networking service that suits your profession?

_____ Do you have regular professional meet-ups in your local community?

_____ Do you schedule time for exercise?

Check out these articles from the 2Chicks blog for more about this topic.

[Coaches, Consultants, Mentors, and Ellen Degeneres](#)

[Routine is Comfort Food for the Soul](#)



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Chapter 8 Chicks Think Ahead

Chapter 9 Chicks Do Not Ignore the Boring Stuff

Workbook: Create the Plan

We asked you this question in the book at the beginning of chapter 8. Write your response here, please. Hint. You should be able to write this out in a few sentences and you should not have to think too hard or long about it.

What business am I really in?

Review the What does a Business Plan Look Like section in the e-book (page 38). Make a note of any of the items listed that you do not have a response to. Do the necessary research to put a response next to each item.

Review this list. Make sure that you have a response for each.

- Create a statement of purpose
- Description of business
- Description of planned Marketing
- Describe your competition
- Create a list of equipment and supplies that you need but do not yet have
- Look at the prices you charge for your products and services. Review them to create a breakeven analysis

