

# The Ultimate Guide to Working from Home



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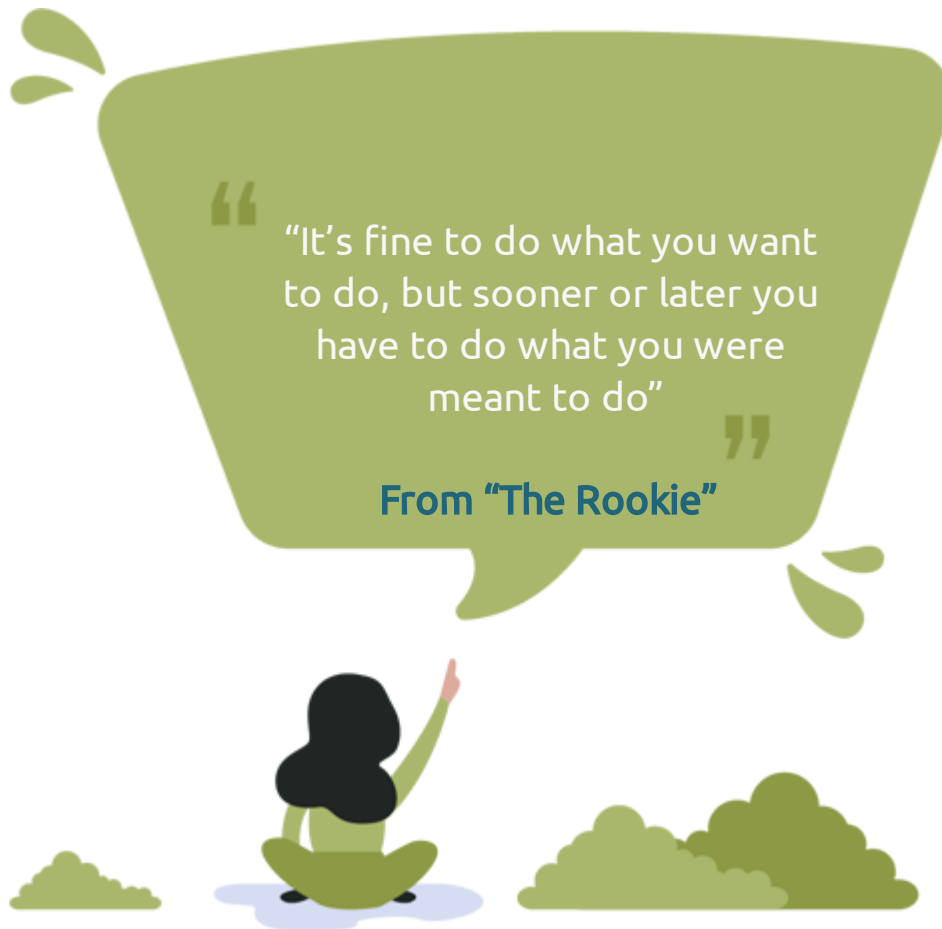


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# Introduction



In the past months of 2020, we have witnessed history happening right before our very eyes. We got to see how vulnerable we could be as creations, as a generation, and as individuals. For a lot of people, all there is to ask is probably, "What more can be worse than this fate?"

But I know you are different. That is perhaps the reason why you are reading this in the first place— so you can make use of the current problem to thrive and still earn your keep despite the circumstances. And so you could gain bits of wisdom every step of the way.




There is one thing you may have overlooked, though. Something you will only appreciate if you have truly valued your own process.

It's this: no matter how awful things have turned out for you this year, there could still be actual individuals whom, if we compare our struggle with, our own process had still been gentle and gradual. That may seem hard to believe but there are actually people whose home did not merely serve as a place of protection, but also as a place of total isolation.

Let me tell you a little story. Before COVID-19 became a global pandemic (i.e. a serious global threat), Big Brother Canada premiered with its new season. As what you probably already know, Big Brother is a T.V reality show that puts together people of different backgrounds to live in the same house and get isolated from the outside world for months.





When COVID-19 became a big news, the housemates had no clue on what was happening with the world.


They had zero idea that countries were put into lockdown, that most airplanes were no longer flying along the sky, that very few ships remained sailing, and that there are actually people who get infected and die on an exponential basis every single day.


## **One day, they were told that Big Brother Canada will stop its production.**

All of sudden, the safe little bubble they have been confined in— which they thought would change their lives for the better— began to burst right before their very eyes to shock them with the reality that everyone else in the world already had the luxury to deal with for quite some time.

The Big Brother house was supposed to be a little challenge for a fairytale life that awaits if they won the prize. Ironically, it turned out to be the little fairytale life which hid them from a horrifying monster they would eventually have to face— whether they were prepared, or not.

This is the same monster which you— on the other hand— have slowly gotten used to. It may still hurt to hear of people dying in great numbers; to see everyone's smiles hidden behind facemasks; to lose the money which you saved for a little dream, but you learned how to live by as it already became an everyday thing. You were there to witness it happen from day one.





And most importantly, you are given access to all the information you need to understand the problem, and to help yourself make each day matter despite the circumstances.

In this new system of the world that we are all trying to adapt to, perhaps you can already see some of your acquaintances thriving, making use of the problem to give life a total shift for the better; and maximizing their productivity while being inside the comfort (and distractions) of their homes.


## “So how do I become like them?”

There may be tips and tricks at best, but what works well for others may not work at all for you. Productivity this pandemic does not immediately start with the answer to the question how do I work effectively from home with everything going on? Rather, it starts by asking yourself one of the most important thing:

### **WHY?**

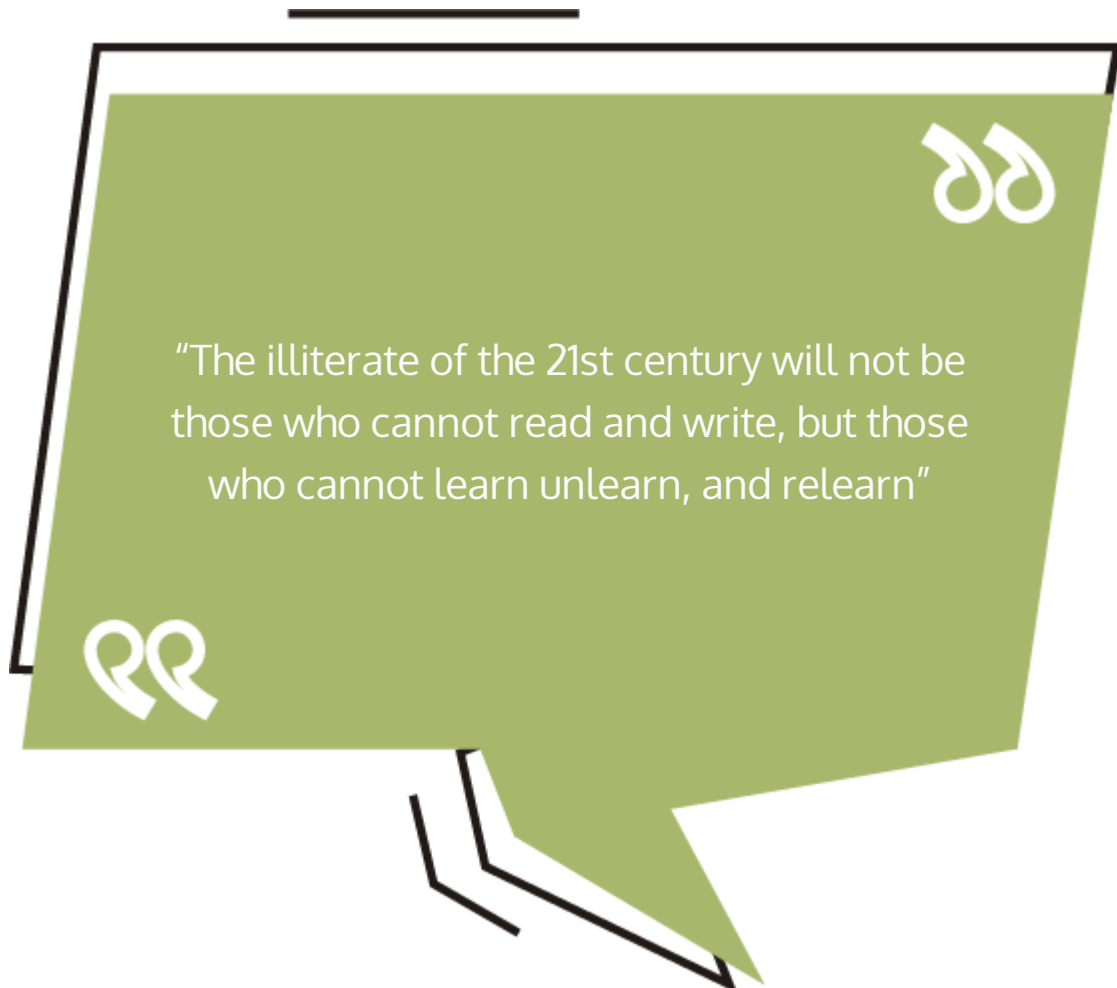
**Tie everything to your purpose.**

It always makes a whole lot of difference if you redirect your question from something that might be of benefit, to something that actually matters. Because one of these days, whether you like it or not, you are going to lose motivation. You are going to want to give up. You are going to get tired and you are going to be affected by both external and internal forces that will hinder your process.



Then, and only then should you start asking about the how; after you have something to anchor everything on. After you get to know your true purpose and reason.

Already have a big reason to motivate you along the way? Then let's get on with the process. And get ready because what you are about to read is your first step to something that could change your life— forever!



**Alvin Toffler**