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Having trouble finding focus at work ?

You are not alone. Frequent workplace distractions can come at you from many directions, directly impacting your focus and often accuracy and employee productivity. So, what's one to do when you need some head-down, focus time?

3 suggestions for managers and supervisors to help increase focus from HAWORTH

1. Create quiet zones or spaces. You can make these with partitions to block visual distractions and with acoustical products to cover speech and absorb noise.

2. Offer a choice of workspaces. Give people different kinds of spaces where they can do specific kinds of work.

3. Give people some say over how they adjust to their surroundings. This can range from letting them wear headphones to using slide panels that can block access or act as a social cue that says, "I need some heads-down time right now."



4 questions to ask your staff to find out what they really think of their workspace



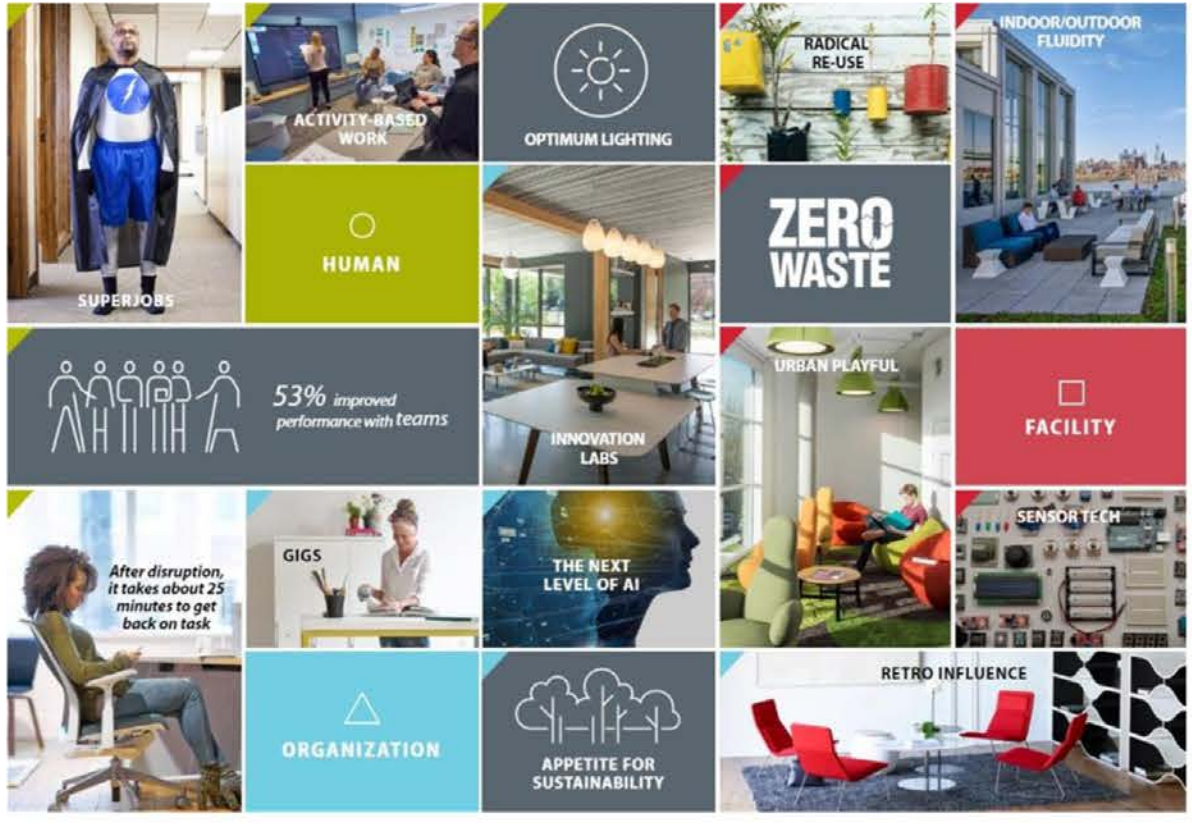
What to Ask

1. How effective is your individual workstation, including worksurface area, amount of storage, and the quality of your task chair?
2. Do you have enough collaborative spaces in terms of the right array of sizes and types—and are they available when needed?
3. How reliable and how easy to use is technology at work?
4. How do you rate the lighting, temperature, and interior air quality in your workspace?

Why you Should Ask

Because the workspace can drastically impact employee well-being and engagement. Furnishings and materials can affect people, their emotions, and their relationships, with one another and your company. The answers to these questions can paint a picture of your workspace and how it affects your people; this, in turn, will provide valuable insights that can help you determine your needs to creates a better workplace experience.

2019-20 Trending Topics & Insights



click on the link below to view Haworth's 2019-2020 trends presentation
<http://presentations.haworth.com/trend-insights-2/p/2>

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