

Working from Home Productively

With Yvonne Quinn



The **Working from Home Productively** virtual workshop has been custom-built for you by the Harvest team.

It is looking likely that more and more of us will be working remotely as much as possible for the coming weeks. Working from home extensively can be a new experience for some people. This course will focus on two things, firstly, the recommended work practices that will allow you to remain productive and connected with your team while working remotely, and secondly the physical safety aspects around the ergonomics of your home workspace.

This virtual course is intended for people who will be working from home over the next weeks and months. Delivered by Yvonne Quinn, a Learning Specialist and qualified occupational health and safety expert at Harvest, this course will offer practical solutions, for individuals working at home.

Duration: 120 Minute programme consisting of a virtual classroom that creates an online network and supports employees whilst working from home.

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Learning Objectives: By the end of this online programme, you will be able to:

- Plan a strategy for remaining productive and motivated through this uncertain period
- Remain connected with your manager and team using virtual tools
- Ensure your home working environment is safe and comfortable

Content:

- Embracing the transition and developing a strategy to remain productive while working from home
- How to create a healthy and suitable working environment
- Effective structuring of your day and making the most out of your time - toolkit of recommended work practices
- Different personality types and adapting your work practices to suit those
- Connecting and collaborating virtually with others
- Motivating yourself and effectively maintaining contact with your workplace remotely
- Techniques you can use to staying focused and healthy
- Develop a remote network that will interact on social media to support each other by interacting daily

Programme Structure:

- Live Interactive Session : 120-minute virtual classroom 10am-12pm
- Interactive polls, activities will take place throughout the virtual classroom

About Harvest

Our expert team of learning specialists are dedicated to transforming work place learning by building world-class programmes for our clients. We excel at helping organisations and individuals grow their business and energise performance through the application of our bespoke learning solutions. Our partnership with FlexLabs, the ground breaking digital learning labs means we are in a unique position to offer engaging, interactive and motivating online virtual classrooms. We look forward to working with you on this programme. For more information and to meet the team please check out www.harvest.ie

Meet your facilitator:



Yvonne Quinn

Yvonne is an experienced learning specialist and consultant with both in-house and consulting experience. She is also a qualified occupational health & safety specialist. She has over 20 years of experience in management roles.



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