



## **Are You Serious About Your Work at Home Business?**

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Have you figured out the answers to the little quiz yet or do you need just a little more help?

Here is a refresher of the questions:

1. How would you describe your office?  
a. Corporate                      b. Messy
  
2. Which word describes your personal appearance while working?  
a. Success                        b. Chaos
  
3. How would you describe your attitude towards your business?  
a. Winner                         b. Winging It

Well .....

If all three of your answers were A, then you are treating your business as if it were a Fortune 500 company. Congratulations!

Owners of Fortune 500 companies take their business very seriously, something of value that needs to be taken care so as not to lose it. It is yours and you treat it with your special way to maintain its integrity and keep it that way.



Moving on, even one B answer could mean that maybe some area needs a little more attention.

You could simply stop here and say who cares? No one can see me, I'm at home, behind a computer screen, on a phone, or other device. But like anything else in life that belongs to you – if you take care of it, it will take care of you!

Here are a few tips that you can easily apply painlessly.

1. No more working in chaos.

Make your office a “no toy” zone. This includes the pet's toys. If you have these little helpers, then establish a certain area, such as a box or basket, but not the desktop for toys.

Your office is not a deli bar. Next to a beverage and the occasional quick snack, take meals away from the office space. We all need refresh time away from the office.

2. No more working in jammies.

You wouldn't show up to work at a major corporation in jammies. Yes, it is not necessary to wear a suit and tie, but highly encouraged to be dressed and prepared for any type of day can and will only enhance your success.

3. Check your phone recorded message

Double check to make sure your answering machine has a professional sounding message to match that of a successful business person you are becoming.

#### 4. No More Winging It

Begin each day with a list of four to six items that you plan to accomplish before the day is through. Be specific and make this list a list of goals that can be accomplished.

Weave these tips in your daily activities, add a few of your own and you will be running your business like a Fortune 500 in no time. The key is YOU!



[Becka's Journey to Success](#)

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