

# TRANSFORMING COMBAT ZONES INTO COMFORT ZONES

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There is an ever increasing need for an office in many homes. With the current economic climate many more people are working from home. In addition, all households need a designated area for managing the business of life....which can include everything from keeping track of financial and legal paperwork to overseeing a child's busy schedule of activities.

Whether your "office" is an actual room with a door, a mobile cart that moves from room to room or a desk that occupies a corner of a room, it is essential to create a clear separation between your work and personal lives so that you will be focused on the tasks at hand when you sit down at your desk. This was our objective when I worked with my client to create a dedicated space in her home for running her business.

## Case Study

My client has an extra small bedroom which had been intended to be a home office and needed to be reclaimed for this purpose. Over time the main function of the room had shifted from home office to cluttered storage room. As my client's business began to grow, she was forced to commandeer space in her living room to serve as her office. Her dining table which occupied a corner of the room served as her desk and her printer, shredder and business materials were scattered on and around the couch and coffee table. Additionally, my client needed a place in her office to display and demonstrate her make-up product line. Our objective was to convert the storage room into a fully functional home office by removing all of the non-work related items and to consolidate all work related activities and materials in this space.

## Before:

1. Dining table needed to be cleared daily of work materials and office supplies at meal time
2. Files and reference materials were kept in both the storage room and living room
3. All work related materials needed to be gathered together in order to entertain guests
4. Storage room was chockfull of business files, office supplies and household items.



Once A Storage Room...

## After:

1. Only work related materials, files and equipment were consolidated in the home office
2. The furniture was re-arranged to utilize the space more productively
3. All other essential non-work related items were relocated to other large storage closets in the home
4. An area was designated in the office and its closet for displaying and storing make-up



Now The Home Office.

**Client Reaction:** "Now that I am working in my office, formerly my storage room, I can only say that the feeling I have is one of luxury--the luxury of reaching out to retrieve something without searching, stepping over and digging out. While there was a lot of hard work involved, it was absolutely worth it. I would absolutely recommend Stephanie Shalofsky to anyone who has an organizing challenge."

-Certified Image Consultant

If you need some tips for adapting your space to better accommodate your home office, please don't hesitate to [e-mail](#) me or call me at 917-375-0631.

Have a productive month!