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SYNDICATE – GROUP 09

Evaluating the Effectiveness of Working from Home on Employee Productivity and Work life balance

FACULTY OF DEFENCE AND STRATEGIC STUDIES

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ABSTRACT

In recent years, both scholarly and political discussions have been particularly focused on the issue of how to manage work and life obligations. In this study, the authors explore how productive work is from home to employee satisfaction, as well as the relation between work balance and family problems. The main initial argument is that if workers are equipped with more convenient employment systems, the optimal equilibrium will be accomplished, one of which has the possibility of doing their job from home. Employees today are not only working in an organization, but they also have many functions that should be put into a collective equilibrium. The word "work-life balance," which is the definition of this report, means maintaining a balance between professional and private (family) life. There are even more workers who, especially those belonging to new generations, do not want to feel the job burden after working hours. The purpose of this paper is to present the key potential problems of managers around the world, including employee morale. This paper will also analyse homework practice and explores the question of whether working (or not) from home increases the willingness of individuals to manage their job and life responsibilities.

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CHAPTER ONE

1.INTRODUCTION

Modern organizations have been mindful that without their workers, they basically will not exist. Therefore, a growing number of them are seeking to find numerous ways to make their employees' working hours more enjoyable, as well as trying to help their employees solve the internal tensions that emerge from their interconnected roles at work and at home. One of the alternatives is to allow staff a chance to work from home.

1.1 Background of the study

In the modern business world, employees find it more difficult to shift their job and family responsibilities. Employees find it more difficult to shift their job and family responsibilities in the new corporate world. They get more depressed and less inspired for that cause. They even change the workplace and do not come to work, contributing to poorer productivity. Absolutely, it is reasonable to assume that the results of such actions will have an impact on the organizations with whom they operate and will indeed reflect on their performance. Therefore, how to attract and how to maintain qualified staff are two key problems today. A person never will bring a great sacrifice or effort for the money, but because of some other, intangible moments. Inspiration, afflatus, a higher goal, and purpose do not come from money (Gijić, 2013)..

Survival in this challenging world allows enterprises to improvise on all the critical aspects that lead to the company's success. Be it quality of operation, quality of human capital, quality of raw materials, distribution output or marketing effectiveness. Of all these factors , human resources are the most significant factor. Human resources are viewed as a lifeline in every company, so it must be ensured that employees are happy, empowered and fulfilled with their work. Since human resources are the most important component responsible for successful resource use and strategic decision-making, it provides a competitive advantage for originations.

CHAPTER TWO

2.0 Defining the term “work – life balance”

In our modern society, characterized by a huge gap between the professional and private/family life, the issue of balance between these completely separate segments is turning into a pressing matter. Trends such as aging of the workforce on the global level, an enormous and ruthless competition, a decision made by the contemporary population to put work in the second place, have made this problem even more relevant (Friedman, 2000).

A comparatively modern issue is the finding of a balance between work and the rest of our daily lives. It has emerged amid growing concerns about contemporary demographic trends that bring about dramatic changes in the workforce's gender and age and increased concerns within many countries, especially about its long working hours culture. These developments have accelerated problems with health and well-being, tension in the workplace and the challenges of juggling work and childcare. Technological developments are also influenced by the trends towards flexible working patterns, whereby business can be performed, working at 3 am and on holiday de draftsman, away from the established office environment and often at considerably lower financial costs. In certain material aimed at the private or public sector, there is a financial potential to promote flexible jobs, but this remains secret where the benefits are sold to employers and workers in general. To question the current view that by following the balance between work and life, there are only positive benefits to be achieved. It should also be noticed that, in terms of guaranteed employment, there is no permanent psychological arrangement between a company and its workers anymore. Therefore, during their working careers, workers change a number of positions in search of one that would provide them with the best prospect for achieving personal goals. (Nevena, 2015)

CHAPTER THREE

3.0 MODERN ORGAIZATION & BALANCING WORK & FAMILY LIFE

Work From home is a concept where the employee can do his or her job from home. Work from home gives flexible working hours to the employee as well as the job for the employer is done with ease. Work from home is helpful to delivering work life balance to the employee, and parallely helps the company to get the work done. Nowadays, most of the employers are offering this option to their employees. Working from home is a modern concept where irrespective of the physical location of the employee modern work can be done easily. Work from Home is also known as Working Remotely or telecommuting which implies that the employee is working from a remote location usually home.

Work from home as a concept is very important in current times. It helps to keep productivity of the employee same or even better and at the same time supports the employee for being with family or handling some personal work. Also, in the case the employee is facing some health issue of self or family, Work from Home (WFH) can be a great tool for helping employee stay at home and work at the same time. in 2020, during Coronavirus (COVID-19) Pandemic, Work from Home enabled many companies to remain productive and keep themselves relevant. Roles like IT, Management, Designing, Media etc.

Balancing work and family life are one of the most common sources of stress for working adults. In this productivity-driven society that we are living in, more and more people are finding it hard to adequately fulfill their roles both at home and at the workplace. Often, people are unable to find a point of balance between their careers and their families and one is given more priority than the other. This behavior has been associated with several dysfunctional outcomes, strained familial relationships, inefficiency at work, and poor physical and mental health. Hence, it is very important that we can work on balancing work and family life. This may seem like a daunting task, but it is possible if you take the time and care to make it a priority.

3.1 Ways to balance the work and family life:

3.1.1 Make Balance a Priority

Achieving work life balance, whether you work full time or part time, is a long and often difficult process. If you do not make the conscious decision to achieve balance, it is likely that you will fail along the way. I have learned through my experience that it is very important to try to provide yourself the opportunity for balance. For instance, you need to find a job that is challenging but not overwhelming; also, carefully think about how big of a family you can responsibly raise now. By making wise decisions on the most important matters in your life, attaining balance will not be a difficult thing.

If you are already settled into a career and have a growing family, you can still make small changes that will help you achieve balance. This could include requesting more flexible work hours, reorganizing the responsibilities you share at home, or bringing in trusted friends and family to help pick up the slack.

3.1.2 Talk to Your Family

Once you spend time conversing and allow your family to have a say in how you are tackling the balance between work and family in your life, you'll find they have a lot of helpful feedback. Also, when they feel heard, they will react better when you must stay late at work one evening or must leave the dinner table early to finish a big project. Make sure the communication flows constantly.

3.1.2 Establish Boundaries Between Work and Family

It is important that we create boundaries between work and family. This means determining which actions are acceptable and unacceptable. Boundaries hold the line to protect your work from the distraction of family, as well as to protect your family from the obligations at work. With clear boundaries, it is easier for you to tell when your action is not in favor of one aspect of your life. Essentially, a balance between work and family occurs when a person can sufficiently meet family commitments and adequately perform responsibilities at work. There is nothing wrong with working hard to get ahead, but do not forget the worth of the things and people that really matter most.

CHAPTER FOUR

3.0 ADVANTAGES AND DISADVANTAGES OF WORKING FROM HOME

Office has no longer been the only workplace since many people are considering working from home. Some may argue the majority of employees should change their workplace from office to home. In my opinion, the benefits of working from home can surely surpass the drawbacks due to the following reasons:

Working from home is a lot more comfortable for lots of people. Employees can save a great deal of time and money since they do not have to travel so often, which means people will have more time for work and for themselves, too. Less travelling will also help reduce traffic jam and pollutants to our environment. Besides, working at home does not mean staying inside all day long, people can choose to work in their garden or backyard, wherever makes them feel convenient to work. Moreover, employees are under less stresses since they get to decide when to work and when to take rest. These things will help giving out better performance to tasks.

There are still some disadvantages that home working could bring. For instance, working from personal space will reduce direct interactions among colleagues. But the problem is solved thanks to the Internet. As for now, people from around the globe can easily contact and work with others from distances. Another drawback is that some people may get distracted from work by external factors. This requires employees to be highly awarded of what they should and should not do for their paid jobs.

In conclusion, working from home should be encouraged because the advantages overcome the disadvantages. As well as several benefits, there are also disadvantages that come with this concept. Check out what we have found regarding all these. The increase in Wi-fi and Cloud software systems has allowed “working from home” more accessible. Being away from the office setting, in a comfortable setting has its advantages as well as disadvantages, though. We were keen to look into this, finding the following results.

3.1 ADAVANTAGES

3.1.1 Flexible schedule.

You can take breaks at any moment, feel no rush to hang up on your family members when they call, and eat lunch at any weird time you want.

3.1.2 Custom environment.

Set up your noise level just the way you want it — somewhere between insanely quiet to being at the front row of a Lady Gaga concert. And if you are mindful of your you can create a stronger rhythm for your workflows.

3.1.3 Cozy clothes.

You get to wear those sweatpants from college with the letters peeling off, or the leggings your friends do not know you own. (And hopefully never will.)

3.1.4 It is easier to make calls.

You will not have to scramble to find a deal with a particularly chatty co-worker. (Granted, kids and pets at home can make this tough for some remote employees.)

3.1.5 Knock off some weekend to-dos.

That Everest laundry pile waiting for you? That thing you set a reminder to get from the store 11 weeks ago. Cross. It. Off.

3.1.6 No office distractions.

Avoid co-workers debating the merits of cryptocurrency, sirens wailing outside your window, the AC kicking in as you hide your icicle tears. Zero commuting. From bed to ... bed? Hey, I am not judging, it is nice.

3.1.8 Save money.

Lunch is expensive if you work in a city or downtown. In San Francisco, it's not crazy to see a \$15 sandwich or \$4 coffee. At home, you can save big time by going to the store and preparing food.

3.1.7 Forget crowds and traffic.

No stuffing yourself into a rickety transportation tube, having people scuff your new shoes, or walking behind agonizingly slow people who apparently don't know what a straight line is. (Am I bitter? No ... not bitter ...) More time with loved ones. Take care of a sick significant other at home, be ready for your kids earlier in the day, get some extra snuggles in with your doggo.

3.2 DISADVANTAGES

3.2.1 Difficulty sticking to a routine

The order you do things at work is almost never the order you do things at home. It can be tough to mirror your schedule and processes once outside the office.

3.2.2 Missing important calls or pings.

Oops, my phone was on do not disturb and I missed a meeting! Or my boss slacked me and asked to prioritize something else and now it's 4:45pm ...

3.2.3 Calling UberEATS anyways

You thought you were saving money, didn't you? Balm-o! \$20 minimum and a \$5 fee for the higher rated Thai place. Should have remembered to buy bread ...

3.2.4 Power naps

This could arguably be in advantages ... unless it accidentally lasts 45 minutes after your delivered double entree Thai lunch.

3.2.5 Boredom

Those office convos? Kind of missing Susan's cat stories, eh? How long can you go without seeing another living human being? Working slowly. Sometimes the office has an energy. Sometimes your home does not.

3.2.6 Iffy Wi-Fi.

At home or in a cafe, when the Wi-Fi start to spaz and you switch locations a couple of times but honestly spend more time parking and ordering a 6-shot mint mojito coffee with coconut milk and 16 grains of sugar than doing work.

Waiting for an answer. You need to ask a super quick question, but it will impact how you do something for the next hour or even the rest of the day. And there is no response.

CHAPTER FIVE

4.0 DIFFERENCES AND EXPERIENCES OF HOME WORKERS LIVES.

Does it work from home? Working from Home Experience is a concept, treatment and feeling that Working from Home employees have for the company they work for. Working from Home employees have a very different experience than those in the office because they do not communicate regularly with co-workers or because they do not feel like they have an office culture. The methods for hiring, managing and motivating can vary. Many of these features must come from Working from Home employees. This means that Working from Home employees need to be disciplined and orderly, manage working hours and decide if this is right for their employers and themselves.

A lot of people today are enjoying the privilege of working from home. Working from home is considered a great advantage, plus if you have flexible working hours, you have made a really great working arrangement for yourself. You can use the time spent telecommuting more productive, you can even do your laundry at lunchtime, do your conference calls while parked at the supermarket's parking, and live an independent and self-disciplined lifestyle. It is extraordinary, it is exhausting, but it is worth it.

However, all these advantages sometimes can become obstacles, since it can be difficult to draw crystal clear lines between work and home. To make the best out of this situation is to set some guidelines, and prioritize tasks, so you can have the best use of your time, in your professional and private life.

Here are a few pieces of advice that helped me in managing my day effectively by getting the most out of it while working from home

- A designated place for work
- Do not forget that you need to eat
- Make yourself stop
- No distractions and No team
- Accomplishments
- Be Adaptable

4.1 Why There is a Need for WFH Ex?

The simple answer to that question is the generation of the millennium. The millennial generation is a much bigger factor than the baby boomer, and the millennial generation is a generation that values experience, a generation that does not share the same idea of "getting a good job". Go to retirement.

For thousands of years, it is not enough to have a good salary, a great gift or other small victories. He wants a reason to fit in with the company and the culture that can help him grow.

CHAPTER SIX

5.0 IS IT UNITY OR OUT OF TUNE TO WORK AT HOME AND WORK-LIFE BALANCE

Homeworking is directly connected to versatile operating hours, and with technology sanctioning individuals to induce stuff done where they happen to be, it's no surprise a lot of individuals square measure selecting to remain at intervals the range of their homes to make sure they are doing what's expected of them. whereas not for everybody (the distractions square measure typically an excessive amount of certainly people), functioning from home offers advantages that way outweigh any concern over a perceived lack of visibility or responsibility.

5.1 Tuning the home working environment

If you've ever worked from home, you'll have nodded your head sneakily at that last paragraph above; there's no obtaining far away from the very fact that there square measure distractions aplenty if you select to figure from an equivalent place during which you relax and play time along with your family. There square measure the TV, radio, and lure of a piping-hot garden on a pretty summer's day to agitate. And that is before the remainder of your family and also the ever-expectant dog builds associate look. The key to work-from-home success lies in the standardization of your surroundings to create it the right place during which to be passing artistic and productive.

Here square measure seven ways in which you'll do exactly that:

5.1.1 Set a clear distinction between where you work and where you chill out

Few people are endowed immense homes wherever we are able to house workplace house of that most businesses would be desirous. that typically means that we've to create do with what we've and cram our workplace into space} that doubles as loosen up area. It's for this reason that such offices are often found in bedrooms, living rooms and even kitchens, and if you sit among the bulk UN agency need to 'make do' with one in every of these solutions, it's important that you just produce a transparent divide between the work space and residential life. To do this, invest during a table which will be lock away or – if sensible – add a physical divide to create the boundary clear.

5.1.2 Give yourself the exact amount of space you need

So, we have already established that you just do not have scads of the house during which to figure reception, however, that doesn't mean you've got to cram your business into the tiniest house possible. On the contrary, ensure you provide yourself enough house to be as productive as doable. This may mean re-arrange the space somewhat, however, if you'll be able to slot in a sizeable table, some leaf, and enough empty house to inspire creativeness, you'll ne'er want you're merely 'making do'.

5.1.3 Add some personality

Offices do not have to be boring, and the fact that yours is located within your home gives you one significant advantage over traditional business environments: you can get ultra-creative. It's your space, so do with it as you please. Add some funky wall art, exotic plants, or a stylish desk lamp. Do whatever you need to do to give your home office personality because it will need it if you are to get to the bottom of that to-do list each day without going mad.

5.1.4 Invest in the best tech

Technology may be a homeworker's ally, that is why it pays to stretch the budget a touch so as to shop for the most effective techniques you will be able to afford. A speedy laptop computer or personal computer is important, however therefore too maybe a second monitor. raise that productivity software system that permits you to trace some time, stick with it prime of your kerfuffle list and keep in contact with colleagues, and you'll build a technology cave of that tender would be vastly proud. Lastly, think about shopping for a fitness hunter of some kind. Devices just like the Apple Watch and Fitbit's vary of bands can alter you to trace calorie burn and therefore the quantity of your time you keep active. Some even cue you to face up if you have remained Sabaton in your chair for too long.

5.1.5 Keep yourself fueled

An unfortunate facet impact of being extremist productive from your headquarters is that it's alarmingly straightforward to either consume the incorrect quite stuff or forget to eat entirely. Food may be a very important part of the homemaker's day, so you would like to create certain you'll simply keep flat-top up with refreshments as you move your business. A pod-based occasional machine may be a smart investment, as may be a healthy stock of drinking water, fruit, and food that delivers a healthy energy punch. Don't be tempted to shop for an Associate in Nursing office-based refrigerator, either, as a result of such devices can stop you from standing up and creating the journey to the room – an important little bit of exercise that you'll get to complete many times daily to stay your mind contemporary and productive.

5.1.6 Get seriously comfortable

If there is one space of your business office within which you wish to take a position significantly, it is the chair and table. Think about it: you will be Sat thereon chair for improbably long periods of your time, and also the table is that the piece of furnishings on that you are expected to complete a solid day's work.

So, ensure you purchase a chair that's as snug and ergonomically-sound as potential. Do not accept one thing that is low-cost and sure to each fall aside and provides you a nasty back at intervals a couple of weeks. Similarly, the table ought to be solid, sturdy, and height-adjustable to make sure you have got the simplest posture in the slightest degree times. If the budget permits, you may do heaps worse than endorse a standing table, too. Do not knock it till you have tried it.

5.1.7 Switch it up

The beauty of functioning at home is that you simply don't get to keep affixed to a similar location every and each day. in an exceedingly 'normal' workplace, you usually have a hard and fast table location, which will simply cause procrastination and reduced levels of creativity; there are few things a lot of stifling than being stuck within the same place for days on finish. At home, you'll be able to work where you wish – significantly if all you wish to induce the duty done maybe a laptop computer. Try commixture it up by operating in your

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selected workplace within the morning and entering into the room for the afternoon. try this at random throughout the week and you must realize that your productivity levels increase considerably as a result.

However, it ought to be noted that our tips on top of are not foolproof – nor can they work alone. you would like to be disciplined, unionized, and, above all, willing to be productive if you are to learn from the operating setting you have created. Few things come back for complimentary during this life, however, follow our guide to standardization of your home operating setting and you will be on the thanks to productivity.

CHAPTER SEVEN

6.0 HOW BALANCED IS WORKING FROM HOME?

On its own, home-based work does not promote the dissolution of conventional gender roles or mitigate the disparities brought on by schooling and income. Working from home does not consider the desires, motives, and experiences of homeworkers that form their overall homework satisfaction. The disparity that underpins homeworkers, in particular, needs to be considered. In addition, home life is not inherently rosy for everyone, and for many, the home is fraught with tensions, despite its continued traditional portrayal as our palace, safe haven and respite. Until a practical evaluation of home life is included in the work-life balance discussion, understanding inherent tensions, it will remain generic and far from the experience of most people.

It is important to welcome the new focus on work-life balance, as it provides the opportunity for greater versatility and choice for a wide variety of employees for those businesses that take it seriously. In developing policy in this region, little progress can be made if the concept remains vague and ill-defined. However, considering that very little is understood about its impact on home and family life, a more careful approach to homework would be wise. Several organizations are considering implementing homework programs, but there is some doubt as to how to proceed and a lack of accepted guidelines. Aim that is definitely worth pursuing is to create a balance between work and home life. For many homeworkers however, this equilibrium is out of reach because of the low salary and long hours that Job involves stitching, folding, and assembling. In the implementation of the minimum wage for homeworkers, there are several difficulties left that merit additional effort. The issue is more personal in nature for professional women , especially those with small children.

One suggestion is to provide semi-career breaks, where part-time work is provided to those with small children while giving priority to caring for their children. If mothers and fathers were given the same sort of semi-career break, this may help to close the gender divisions in childcare in a small way and thereby lead to a change in the work-life balance for many.

CHAPTER EIGHT

7.0 CONCLUSION

In view of this whole, it can be concluded that, as placed by the employer, the modern workforce no longer wants to be a "slave to" obligations, and this is especially obvious if the above-mentioned characteristics are observed in the generation. The workers are not simply an organization's employees. They now play several positions that they can strike a balance between. It is entirely certain that working from home will give a great perspective the challenge of work-life harmony when it comes to solving it. As has been noted, the positive sides are undeniable-the ease of arranging time during the day, the prospect of taking care of children and friends, a greater degree of causality. What could be pointed out as a distinct benefit is that this style of job offers workers in the group of specialists a chance to further articulate their imagination. In an office setting and because of job schemes, it is fair to assume that there are many workers who feel under pressure. Therefore, inside an institution, they produce poorer outcomes than at home.

Although working from home has become a widely due the pandemic, companies that plan to encourage their workers to "take their job home" should develop a work structure, a method of tracking performance, as well as other categories along with them that will ensure that this mode will offer the greatest benefit to both parties. Furthermore, workers who are not familiar with the term should go through the training process. Of course, it should also be noted that certain occupations (medical doctors, police officers, public administration employees and the like) are not appropriate for this form of job. They should, however, be given an opportunity to have flexible working hours, which will also help them reach a higher degree of work-life balance.

There is no doubt that by allowing their employees to work from their home, organizations can save a lot. Many other expenses, particularly those related to the renting of their premises, the consumption of electricity, meal allowances and others, can be reduced to a minimum. Many other expenses, particularly those related to the renting of their premises, the consumption of electricity, meal allowances and others, can be reduced to a minimum. Finally, homeworking is not the solution for modern working life. Those who are thinking of working from home should consider their personality, skills, and aspirations.

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