

Tailored Skills



Learn: How to Work From Home

Books and Materials

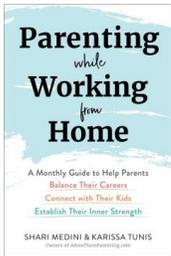


Great pajama jobs : how to land a job without the commute

by Kerry Hannon

Career expert Kerry Hannon walks you through getting a remote-access job and thriving remotely, featuring interviews with professionals who have done so themselves. Hannon

also profiles companies who are known for remote-access employment opportunities.

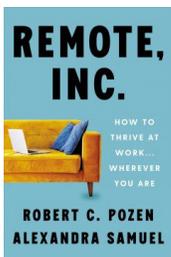


Parenting while working from home

by Shari Medini

"Parenting experts Karissa Tunis and Shari Medini share actionable tips, heartfelt insight, and planning strategies to help you enjoy your own parenting journey while working from home. Building on the authors'

own experiences and the most common challenges they hear parents voicing today, Parenting While Working from Home encourages parents to make intentional changes that will result in happier families and thriving careers"



Remote, Inc. : how to thrive at work . . . wherever you are

by Robert C. Pozen

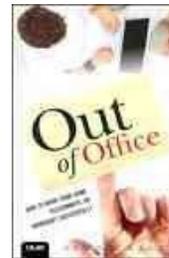
"Two experienced productivity authors team up to reveal how proven strategies and a little tech savvy can help you level up your efficiency and transform you into a remote-work expert"

Books and Materials



Remote : office not required

by Jason Fried
The founders of 37Signals assess the surging trend of working from home while explaining its challenges and benefits, posing compelling arguments about why businesses should promote work-from-home models and how remote work setups can be productively accomplished.

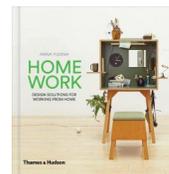


Out of Office : How to Work from Home, Telecommute, or Workshift Successfully

by Simon Salt

Whether you re freelancing, telecommuting, or workshifting, this up-to-the-minute guide will help you anticipate every challenge and overcome them Simon Salt shares

the experiences of dozens of people who've customized successful out-of-office work arrangements for virtually every imaginable job and industry.



Home Work : Design Solutions for Working from Home

by Anna Yudina

Innovative design solutions for incorporating workspaces into the

home.

Your learning made to fit.

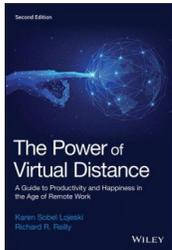


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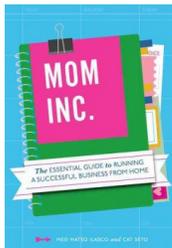
Books and Materials



The power of virtual distance : a guide to productivity and happiness in the age of remote work
by Karen Sobel Lojeski

"This book introduces the concept of virtual distance to show businesses what they have felt has been

occurring all along, that there are definite costs to doing work in a virtual environment. It then goes a step further and offers proven methods for measuring these costs and guidance on managing them. "



Mom, Inc. : the essential guide to running a successful business from home
by Meg Mateo Iasco

Provides information for mothers looking to start a home business, including how to find clients, write a

business plan, create a blog, launch a Web site, and balance home and work life.

Online Resources

[How to Succeed in Your Office Job When There Is No Office](#) - New York Times article, June 2020

[How to Manage a Remote Team](#) - free course from Coursera

[Work From Home as a Creative](#) - free course from SkillShare

Online Library Resources



LinkedIn Learning

LinkedIn Learning (formerly known as Lynda.com) contains thousands of self-paced online courses that you can use to learn more about business,

CAD, design, education, hardware and software, technology, video, web design and much more. NOTE: To sign in, use your last name as your PIN. Courses we recommend: "Remote Work Foundations" and "Tips for Working Remotely".



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- "Work From Home - Wherever That Is" - Kiplinger's Personal Finance, February 1, 2021
- "Office Politics: The Fight Over The Future of the Workplace Has Just Begun" - The Economist, September 12, 2020