

Organization and anticipation

The reality of the Mobile Working and the Activity Based Working principles will make our **day at work very different from a day to another**. This requires more **self-organization** and time to **plan our workload, our activities**, according to the most effective location.

Should we spend the whole day in calls or remote meetings, we should reflect about the added-value of coming to the office. Main trigger is to socialize, collaborate, meet, exchange, and co-create.

According to our agenda, **anticipate** what can be anticipated (booking of meeting rooms,...) and take the time to **define the area that suits us** the most considering our activity, knowing ourselves and our preference, daring to be "unusual" (what about a walking meeting if it helps to structure new ideas or clarify your thoughts). Do not hesitate to set **new practices** in the life of reshuffled work-life balance, integrating the risks associated with Mobile Working.

User's day@work :

Chantal - Information Worker : a day @work

