



CHECKLIST

A home office setup checklist

NECESSITIES*

- ☐ Computer
- ☐ Desk
- ☐ Office Chair
- ☐ Internet

ELECTRONICS

- ☐ Computer Mouse†
- ☐ Computer Monitor†
- ☐ Web Cam†
- ☐ Keyboard†
- ☐ Headphones/Buds
- ☐ External Hard Drive
- ☐ Printer
- ☐ Scanner
- ☐ Power Strip
- ☐ Phone Charger

SOFTWARE

- ☐ Zoom
- ☐ Dropbox
- ☐ Microsoft Word
- ☐ Powerpoint
- ☐ Grammarly [LINK](#)
- ☐ Slack

OFFICE SUPPLIES

- ☐ Mouse Pad
- ☐ Printer Paper
- ☐ Printer Ink
- ☐ Post-Its/Notebooks
- ☐ Pens/Highlighters
- ☐ Waste Basket
- ☐ Desk Lamp
- ☐ Stapler
- ☐ Cable Organizer

OFFICE UPGRADES & EXTRAS

- ☐ Desk Organizer [LINK](#)
- ☐ Portable Monitor [LINK](#)
- ☐ iPad/Tablet
- ☐ Desk Pad/Mat [LINK](#)
- ☐ Ember Mug [LINK](#)
- ☐ Water Jug [LINK](#)
- ☐ Yeti Tumbler [LINK](#)
- ☐ Foot Hammock [LINK](#)
- ☐ Cord Organizer [LINK](#)
- ☐ Multi-Charger [LINK](#)

ZOOM UPGRADES & EXTRAS

- ☐ Podcast Mic [LINK](#)
- ☐ Ring Light [LINK](#)
- ☐ Mini Light Kit [LINK](#)

*Always have the basic necessities in place before purchasing additional items that you may or may not need. This list should only be used as a basic guide. Every home office will have it's own set of unique needs. †Accessories may be included with computer purchase or sold separately.

Work From Home Setup Checklist

JA Banks



Work From Home Setup Checklist:

Work From Home Setup Checklist Book Review: Unveiling the Magic of Language

In an electronic era where connections and knowledge reign supreme, the enchanting power of language has become more apparent than ever. Its power to stir emotions, provoke thought, and instigate transformation is really remarkable. This extraordinary book, aptly titled "**Work From Home Setup Checklist**," published by a highly acclaimed author, immerses readers in a captivating exploration of the significance of language and its profound impact on our existence. Throughout this critique, we will delve into the book's central themes, evaluate its unique writing style, and assess its overall influence on its readership.

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