

2020



WITH

**frostbarber**

# WELCOME HOME



*This lookbook was created* to serve as an inspirational resource as you consider developing a Work From Home space. For most organizations, homes will become part of an expanded ecosystem of places where people will continue to work some of the time. While everyone faces their own set of challenges, providing ergonomic support and maximizing space help create workspaces at home that are more comfortable, enhance productivity and boost wellbeing.



The staff of Frost-Barber has been learning along side you in the work-from-home experiment, and we feel uniquely qualified to be your partner in helping you select, procure and deliver work-from-home solutions.

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## *Frost-Barber can service both Personal Purchases and Corporate Programs.*

For corporate purchases to support Work From Home programs, whether company or employee funded, we have numerous personalized options to help, designed to work directly with your company's procurement system.

## QUESTIONS?

*Frost-Barber is here to help!*

Call: (225) 926-5000

Email: [info@frost-barber.com](mailto:info@frost-barber.com)

*We offer complimentary  
first-time consultations.*



# Designing a Home Office That Works

People who have access to the right furniture and work tools at home are significantly more engaged and more productive.



## Find the best place to work

Consider background noise, visual distractions and the level of privacy you need to focus.

Can you keep confidential information out of sight?

Are you able to control lighting and temperature so you can work comfortably?

Look for a place that has access to natural light and greenery if possible.



## Sit properly at your desk

Choose a desk or worksurface that can accommodate all of your tools. The worksurface should be elbow height in a seated posture.

Consider a height-adjustable desk so you can change posture: sit, stand and move.

Clear enough space for your knees so you can slide your chair close to your work.

.A footrest lets you stand or sit more comfortably while working and helps maintain good posture.



## Choose an ergonomic chair

The backrest of the chair should fit the natural contour of your back and to maintain healthy alignment as you sit.

As you recline, a chair's seat and backrest should move as you do - opening up your hip angle and bringing you closer to a healthy sitting posture.

The arms of your chair should stay parallel to the floor while you recline - keeping your arms straight on your desk and your eyes level with your screen.



## Add computer support tools

A monitor arm puts screens in the right position in any posture, reducing eye and muscle strain, increasing user comfort and creating a healthier and more productive workspace.

A keyboard platform keeps your external keyboard and mouse on the same horizontal surface and appropriate height for correct ergonomic positioning.

# ERGONOMICS EXPLAINED

To maximize comfort and wellbeing, keep these posture tips in mind:

- 1 Neck is straight and head is evenly balanced
- 2 Relax shoulders so arms hang naturally and close to your body
- 3 Back has full contact with the backrest (sit all the way back in your chair)
- 4 Rest elbows and forearms comfortably on the arms of the chair, without bearing weight
- 5 Use a pillow or roll a towel to provide lumbar support if your chair is not equipped with an adjustment



- 6 Adjust the height of your chair to accommodate your worksurface height
- 7 Top of monitor is at eye level or slightly lower and directly in front, so head is not turned
- 8 Monitor should be at least an arm's length away
- 9 Forearms should be at a 90-110-degree angle to the floor
- 10 Wrists should be straight when typing, not bent up or down
- 11 Thighs are parallel to the floor
- 12 Feet are flat on the floor or on a footrest

## THE LOOKBOOK

On the following pages are ideas for your home office, including specific products, tools, space planning ideas and inspiration for fabric and finish combinations. Some of our main manufacturers are represented here, but we have access to over 100 lines, so the possibilities are endless!

Reach out with any questions you may have. We are ready to help you create the right home office for your space.











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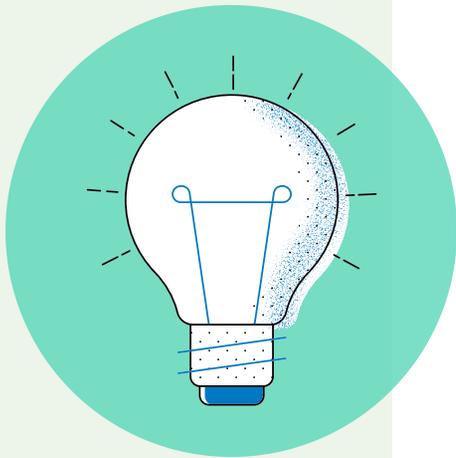
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# FURNITURE FINANCING



*Did you know that Frost-Barber has multiple financing options available?*

*Did you know you can finance your entire project including furniture and professional services like design, delivery, and installation?*

Frost-Barber can give you access to financial tools that offer flexibility and affordability, so you can create the workspace you need, when you need it.

Our partnerships with Steelcase Financial and Ascentium Capital can help you leverage your buying power, retain your cash flow and keep your credit lines open. Contact us today!



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