

## 10 Working-From-Home Safety Tips



1

Beware of accident hazards! 57% of Germans have tripped over in the home (Forsa survey). The CAVOLINE® cable management system keeps tangled cables at bay.

6

Clear separation: Your work computer and personal devices should always be used separately to reduce the risk of hacking attacks.

2

Top secret! Important internal company information must always be protected. Privacy filters for laptops both protect your screen and ensure that no one can read it.

7

Take a break! There's no canteen or regulated break times when you're working from home. However, breaks are stipulated by law for health reasons. The best thing to do is to create your own @home break schedule.

3

Safe keeping: Confidential documents that mustn't be lost are best kept under lock and key, e.g. in the drawer box VARICOLOR® SAFE.

8

Keep calm ... Is your house full of life? Noise can be stressful. If you don't have your own office, you should arrange a time period with your family when you can work in peace.

4

Alarming: Over 15,000 web cam models are susceptible to hacker attacks (WizCase study). Our tip: Position your camera so that nothing confidential can be recognised, or use a virtual filter.

9

Keep your distance... Laser printers emit substances such as toner dust or ozone. That means it's best not to place the printer right on the desk.

5

Shocking: Only a third of European companies have new security tools. (VMware Study). That means that an anti-virus program and strong passwords are essential for IT security at home.

10

Take care of yourself! Germs don't care if you work in the office or at home. Therefore, make sure you regularly clean and disinfect your desk, monitor and laptop.

